



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Tyler Bridges, Superintendent
DATE: September 9, 2025

AGENDA ITEM:

Annual Activity Account Fund Raising Projects for FY 2025-2026

BOARD ACTION REQUESTED:

Motion to Approve Annual Activity Account Fund Raising Projects for FY 2025-2026

BACKGROUND INFORMATION:

Fund Raising project bring additional revenue into activity accounts. They are typically approved on the accounts Annual Activity Fund Planning Packages. However, when fund raising projects become available throughout the year that are not listed on the accounts Annual Activity Fund Planning Packages, it must be presented to the Board for approval.

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30 and November 30)

Reporting School Year: 2025-2026 Sponsor Name: Dollar, Palmatary

Name of Activity Fund: Robotics Account No: 932

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

OSU Concessions for football games

PURPOSE OF RAISING FUNDS:

Robotics fees, Worlds, State Equipment

Jan 1 2026

FUNDRAISER DATES: START Sept 1 2025 END

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. EST. EXP. = EST. PROFIT 5,000

Sponsor Signature: Josh Baker

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal Authorization: [Signature]

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. (Reconciles to Deposits) - ACT. EXP. (Reconciles to fundraiser related POs) = ACT. PROFIT (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE