

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Robotics Account No: 932

**The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:**

N/A Due to 22-23 carry over.

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
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ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	RP
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	RP

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2025-2026 SITE: SJHS

ACCOUNT NAME: 932 Robotics

PURPOSE

Offset costs of materials and fees associated with VEX Robotics.

SOURCE(S) OF INCOME

Academic Type Income: Advertising Sales, AP Testing Fees, Awards/Prizes, Concession Sales, Contest Fees, Contributions /Donations, Fees/Fines/Dues, Field Trip Collections, BOE approved Fundraisers, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Registration Costs, Reimbursements/Refunds/Rebates, Summer Camps and Ticket Sales.

PLANNED EXPENSES

Academic Type Expenses: Awards, Advertising, Camp Expenses, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Donations, Equipment, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Officials/Judges, Registrations, Reimbursements, Rental Fees, Stipends, Award Banquets and other Activity related supplies and materials.

SPONSOR NAME

Rebecca Palmatary

SIGNATURE

[Handwritten signature of Rebecca Palmatary]

PRINCIPAL/DIRECTOR

Doug Stafford

SIGNATURE

[Handwritten signature of Doug Stafford]

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten signature] DATE: 5/14/25

ACCOUNT NUMBER: 932

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary  
 Name of Activity Fund: Robotics Account No: 932

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Fundraising Event	\$ 2,700.00	
Donations	\$ 10,000.00	
Dues from students	\$ 4,200.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ 16,900.00	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 27,700.00	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Fundraising expenses	\$ -700.00	
Event registrations	\$ -14,000.00	
Robotic supplies	\$ -2,000.00	
Travel expenses	\$ -2,000.00	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ -18,700.00	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Robotics Account No: 932

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

Sell lollipops from Ozark Delight

**PURPOSE OF RAISING FUNDS:**

Offset costs of program materials and entry fees

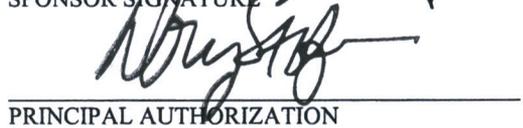
**FUNDRAISER DATES:** ✓ START 08/15/2025 END 12/15/2026

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. \$ 100.00 EST. EXP. \$ 0.00 = EST. PROFIT \$ 100.00

  
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Robotics Account No: 932

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

Trivia night/Family Feud Night

PURPOSE OF RAISING FUNDS:

Offset costs of program materials and entry fees

FUNDRAISER DATES: START 08/15/2025 END 12/15/2025

ACOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 1,200.00 - EST. EXP. -\$ 200.00 = EST. PROFIT \$ 1,000.00

Sponsor signature: Rebecca Palmatary

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

3

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Robotics Account No: 932

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

Host of VRC Middle School and High School Robotics tournament at SJHS

**PURPOSE OF RAISING FUNDS:**

Offset costs of program materials and entry fees

**FUNDRAISER DATES:** START 10/01/2024 END 12/15/2024

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. \$ 1,000.00 - EST. EXP. -\$ 500.00 = EST. PROFIT \$ 500.00

[Signature]  
SPONSOR SIGNATURE

\_\_\_\_\_  
ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

[Signature]  
PRINCIPAL AUTHORIZATION

\_\_\_\_\_  
BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_  
SPONSOR SIGNATURE

\_\_\_\_\_  
FINANCIAL SECRETARY SIGNATURE

4

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Robotics Account No: 932

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

Sell World's Finest Chocolate

PURPOSE OF RAISING FUNDS:

Offset costs of program materials and entry fees

FUNDRAISER DATES: START 10/01/2025 END 12/15/2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 100.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 100.00

Sponsor signature: Rebecca Palmatary

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

STILLWATER BOARD OF EDUCATION

CFB-E1

ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-2026

Sponsor Name: Tisha Gossam

Name of Activity Fund: Peer Partners

Account No: 934

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

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\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

**ACTIVITY FUND REQUEST FOR ACCOUNT**

DATE: 2025-2026

SITE: Stillwater Junior High School

ACCOUNT NAME: Peer Partners

**PURPOSE**

Provide supplies for Life Skills Classes and for Special Olympics.

**SOURCE(S) OF INCOME**

Academic Type Income: Advertising Sales, Awards/prizes, concessions sales, contest fees, contributions/donations, fees/fines/dues, field trip collection, BOE approved fundraisers, grants/scholarships, merchandise sales, redeposit of cash box/start up cash, registration costs, reimbursement/refunds/rebates, summer camps, and ticket sales.

**PLANNED EXPENSES**

Academic type expenses: awards, advertising, camp expenses, cash box/start up cash, charitable activities, apparel/uniforms, competition expenses, donations, equipment, fees/dues, field trip expenses, travel expenses to include meals, meeting supplies/refreshments, officials/judges, registration, reimbursements, rental fees, stipends, awards banquet, and other activity related supplies and materials

**SPONSOR NAME**

Tisha Gossman

**SIGNATURE**



**PRINCIPAL/DIRECTOR**

Doug Stafford

**SIGNATURE**



**TO BE COMPLETED BY FINANCE DEPARTMENT**

APPROVED BY: Kendal Bostma DATE: 5/23/25

ACCOUNT NUMBER: 934

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025-2026

Sponsor Name: Tisha Gossman

Name of Activity Fund: Peer Partners

Account No: 934

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>2096</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>Coffee Cart</u>	\$ <u>350</u>	
<u>T-shirt Sales / donations</u>	\$ <u>700</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>1050</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>3146</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>Supplies - coffee cart</u>	\$ <u>250</u>	
<u>Supplies - T-shirt sales</u>	\$ <u>650</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>900</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>2246</u>	\$ _____

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-2026 Sponsor Name: Tisha Gossman

Name of Activity Fund: Peer Partners Account No: 934

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

Coffee, drinks, and snacks will be sold throughout the school year by students to work on life skills, social skills and adaptive skills.

**PURPOSE OF RAISING FUNDS:**

To replenish coffee cart stock, purchase life skills materials, and fund life skills activities.

**FUNDRAISER DATES:** ✓ START 07/01/2025 END 06/30/2026

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. 350.00 - EST. EXP. 250.00 = EST. PROFIT 100.00

Tisha Gossman  
SPONSOR SIGNATURE

\_\_\_\_\_  
ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

[Signature]  
PRINCIPAL AUTHORIZATION

\_\_\_\_\_  
BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_  
SPONSOR SIGNATURE

\_\_\_\_\_  
FINANCIAL SECRETARY SIGNATURE

2

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Tisha Gossman

Name of Activity Fund: Peer Partners Account No: 934

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

Special Olympics Cheer fundraiser that the cheerleaders will sell: cash fundraiser, t-shirt sales, and donations

PURPOSE OF RAISING FUNDS:

Purchase uniforms, equipment, snacks, fees, meals, and any other Special Olympics needs.

FUNDRAISER DATES: START 07-01-2025 END 06-30-2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 700.00 - EST. EXP. 650.00 = EST. PROFIT 50.00

Tisha M Gossman SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

Academic

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-2026 Sponsor Name: R. Palmatary / A. Welsh

Name of Activity Fund: STEM/PLTW Account No: 936

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

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REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2025-2026 SITE: SJHS

ACCOUNT NAME: 936 STEM/PLTW

PURPOSE

To provide hands on supplies for PLTW classes.

SOURCE(S) OF INCOME

Academic Type Income: Advertising Sales, AP Testing Fees, Awards/Prizes, Concession Sales, Contest Fees, Contributions /Donations, Fees/Fines/Dues, Field Trip Collections, BOE approved Fundraisers, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Registration Costs, Reimbursements/Refunds/Rebates, Summer Camps and Ticket Sales.

PLANNED EXPENSES

Academic Type Expenses: Awards, Advertising, Camp Expenses, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Donations, Equipment, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Officials/Judges, Registrations, Reimbursements, Rental Fees, Stipends, Award Banquets and other Activity related supplies and materials.

SPONSOR NAME

R. Palmatary / A. Welsh

SIGNATURE

Handwritten signature of R. Palmatary / A. Welsh

PRINCIPAL/DIRECTOR

Douglas Stafford

SIGNATURE

Handwritten signature of Douglas Stafford

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten Signature] DATE: 5/16/25

ACCOUNT NUMBER: 936

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2025-2026 Sponsor Name: R. Palmatary / A. Welsh

Name of Activity Fund: STEM/PLTW Account No: 936

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Dues from students	\$ 1,800.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ 1,800.00	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 1,800.00	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Classroom Supplies	\$ -1,800.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ -1,800.00	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ 0.00	\$ _____

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-2026

Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council

Account No: 946

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

N/A Due to 23-24 spending large amount carried over from 22-23.

**PACKET CONTENTS:**

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REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2025-2026 SITE: SJHS

ACCOUNT NAME: 946 Student Council

PURPOSE

SJHS Student Council exists for two reasons - (1) to grow and support SJHS school spirit and, (2) to support, grow and master leadership understanding and skills for individual student council members so each member may participate/contribute in their personal

SOURCE(S) OF INCOME

Academic Type Income: Advertising Sales, AP Testing Fees, Awards/Prizes, Concession Sales, Contest Fees, Contributions /Donations, Fees/Fines/Dues, Field Trip Collections, BOE approved Fundraisers, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Registration Costs, Reimbursements/Refunds/Rebates, Summer Camps and Ticket Sales.

PLANNED EXPENSES

Academic Type Expenses: Awards, Advertising, Camp Expenses, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Donations, Equipment, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Officials/Judges, Registrations, Reimbursements, Rental Fees, Stipends, Award Banquets and other Activity related supplies and materials.

SPONSOR NAME

Kaylee Bermea

SIGNATURE

Kaylee Bermea

PRINCIPAL/DIRECTOR

Doug Stafford

SIGNATURE

Doug Stafford

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Kaylee Bermea DATE: 5/14/25

ACCOUNT NUMBER: 946

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025-2026 Sponsor Name: Melissa Sutton

Name of Activity Fund: Student Council Account No: 946

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ 0.	\$
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Fundraising Event	\$ 5500	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Revenues:	\$ 5500	\$
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 0	\$
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Fundraising expenses	\$ 3000	
	\$	
	\$	
	\$	
	\$	
Total Expenditures:	\$ 3000	\$
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ 0	\$



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council Account No: 946

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

Spring Dance

PURPOSE OF RAISING FUNDS:

To fund student led activities

FUNDRAISER DATES: START 12/01/2025 END 03/30/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 3500. - EST. EXP. -2900.0 = EST. PROFIT 600

Kaylee Bermea SPONSOR SIGNATURE

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

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-2026 Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council Account No: 946

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

Hat day

**PURPOSE OF RAISING FUNDS:**

To fund student led activities

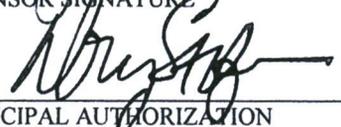
**FUNDRAISER DATES:**  START 11/01/2025 END 12/30/2025

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. 100 - EST. EXP. 0 = EST. PROFIT 100

Kaylee Bermea  
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-2026

Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council

Account No: 946

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

Halloween Dress Up Day

**PURPOSE OF RAISING FUNDS:**

To fund student led activities

**FUNDRAISER DATES:**  START 10/31/2025

END 10/31/2025

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. 150 - EST. EXP. 0 = EST. PROFIT 150

Kaylee Bermea  
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

[Signature]  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_

END DATE: \_\_\_\_\_

FUNDRAISER PROFIT

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council Account No: 946

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

T-shirts sales

PURPOSE OF RAISING FUNDS:

To fund student led activities

FUNDRAISER DATES: START 09/01/2025 END 04/15/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 1000.00 - EST. EXP. -300 = EST. PROFIT 600

Sponsor Signature: Kaylee Bermea

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

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



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council Account No: 946

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

Encouragement Grams

PURPOSE OF RAISING FUNDS:

To fund student led activities

FUNDRAISER DATES: START 04/01/2026 END 04/30/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 150 - EST. EXP. 0 = EST. PROFIT 150

Kaylee Bermea SPONSOR SIGNATURE

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



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026

Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council

Account No: 946

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

Hat day

PURPOSE OF RAISING FUNDS:

To fund student led activities

FUNDRAISER DATES: START 08/25/2025

END 09/30/2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 100 - EST. EXP. 0 = EST. PROFIT 100

Sponsor Signature: Kaylee Bermea

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal Signature

PRINCIPAL AUTHORIZATION

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



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026

Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council

Account No: 946

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

Christmas/Holiday grams

PURPOSE OF RAISING FUNDS:

To fund student led activities

FUNDRAISER DATES: START 12/01/2025

END 12/30/2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 200 - EST. EXP. -40 = EST. PROFIT 160

Sponsor Signature: Kaylee Bermea

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal Signature: [Signature]

PRINCIPAL AUTHORIZATION

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

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-2026

Sponsor Name: Kaylee Bermea

Name of Activity Fund: Student Council

Account No: 946

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

Valentines Candy Grams

**PURPOSE OF RAISING FUNDS:**

To fund student led activities

**FUNDRAISER DATES:**  START 02/01/2026

END 03/01/2026

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. 200 - EST. EXP. -40 = EST. PROFIT 160

Kaylee Bermea  
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

[Signature]  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_

END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-2026 Sponsor Name: Adam Welsh

Name of Activity Fund: TSA Account No: 947

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	AW
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	AW
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	AW
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 3	.

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2025-2026 SITE: SJHS

ACCOUNT NAME: 947 TSA

PURPOSE

Offset costs of materials and fees associated with the program.

SOURCE(S) OF INCOME

Academic Type Income: Advertising Sales, AP Testing Fees, Awards/Prizes, Concession Sales, Contest Fees, Contributions /Donations, Fees/Fines/Dues, Field Trip Collections, BOE approved Fundraisers, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Registration Costs, Reimbursements/Refunds/Rebates, Summer Camps and Ticket Sales.

PLANNED EXPENSES

Academic Type Expenses: Awards, Advertising, Camp Expenses, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Donations, Equipment, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Officials/Judges, Registrations, Reimbursements, Rental Fees, Stipends, Award Banquets and other Activity related supplies and materials.

SPONSOR NAME

Adam Welsh

SIGNATURE

[Handwritten signature]

PRINCIPAL/DIRECTOR

Douglas Stafford

SIGNATURE

[Handwritten signature]

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten signature] DATE: 5/16/25

ACCOUNT NUMBER: 947

BOARD OF EDUCATION APPROVAL DATE:





FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Adam Welsh

Name of Activity Fund: TSA Account No: 947

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

Student led Ozark Delight sucker sales during and after school hours.

PURPOSE OF RAISING FUNDS:

Student conference/competition registrations and required materials for student events

FUNDRAISER DATES: START 1/6/2026 END 2/6/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 1020 - EST. EXP. 554.40 = EST. PROFIT 465.60

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-26

Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music

Account No: 949

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
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ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	Bb
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	Bb

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

**ACTIVITY FUND REQUEST FOR ACCOUNT**

DATE: 4/28/25

SITE: SJHS

ACCOUNT NAME: Vocal Music

**PURPOSE**

To provide students with funds to participate contest, clinics and trips during the year. Participation requires fees for registration, music, travel and occasionally meals.

**SOURCE(S) OF INCOME**

Fundraising, grants, student fees and donations

**PLANNED EXPENSES**

District & All-state Choir fee's, Solo & Ensemble Fee's, District Choir Contest Fee's Spring Trip, Music, apparel and awards.

**SPONSOR NAME**

Brandon Bowman

**SIGNATURE**

*B. Bowman*

**PRINCIPAL/DIRECTOR**

*[Handwritten Signature]*

**SIGNATURE**

**TO BE COMPLETED BY FINANCE DEPARTMENT**

APPROVED BY: *[Handwritten Signature]*

DATE: 5/16/25

ACCOUNT NUMBER: \_\_\_\_\_

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2025-26 Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music Account No: 949

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>830.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>Student Fee's</u>	\$ <u>6,000.00</u>	
<u>Fundraisers</u>	\$ <u>6,500.00</u>	
<u>Donations</u>	\$ <u>6,000.00</u>	
<u>Grants</u>	\$ <u>700.00</u>	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>19,000.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>18,830.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>Trips and Travel</u>	\$ <u>16,000.00</u>	
<u>Music</u>	\$ <u>700.00</u>	
<u>Contest/Clinic Fee's</u>	\$ <u>2,000.00</u>	
<u>Apparel</u>	\$ <u>800.00</u>	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>19,500.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>350.00</u>	\$ _____

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-26 Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music Account No: 949

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

Online Catalogue sales (Instaraise)

**PURPOSE OF RAISING FUNDS:**

Student travel and trips, contest/clinic fee's, apparel and meals

**FUNDRAISER DATES:** START 9/01/25 END 9/28/25

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. 12,000 - EST. EXP. 7,200.00 = EST. PROFIT 4,800.00

  
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE



FUNDRAISER REQUEST

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

Reporting School Year: 2025-26 Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music Account No: 949

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

Chili Feed before Fall Concert

PURPOSE OF RAISING FUNDS:

Student travel and trips, contest/clinic fee's, apparel and meals

FUNDRAISER DATES: START 10/1/25 END 10/18/25

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 1,500.00 - EST. EXP. 0 = EST. PROFIT 1,500.00

Sponsor Signature: B. Bowman

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

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

Reporting School Year: 2025-26 Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music Account No: 949

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

Singing Valentine's

PURPOSE OF RAISING FUNDS:

Student travel and trips, contest/clinic fee's, apparel and meals

FUNDRAISER DATES: ✓ START 2/1/26 END 2/15/26

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 1,000.00 - EST. EXP. 0 = EST. PROFIT 1,000.00

SPONSOR SIGNATURE B. Bowman

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

FUNDRAISER PROFIT

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

4

FUNDRAISER REQUEST

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

Reporting School Year: 2025-26 Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music Account No: 949

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

Online Catalogue sales M-Pact

PURPOSE OF RAISING FUNDS:

Student travel and trips, contest/clinic fee's, apparel and meals

FUNDRAISER DATES: START 1/10/26 END 3/1/26

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 8,000 - EST. EXP. 4,800.00 = EST. PROFIT 3,200.00

Sponsor Signature: B. Bowman

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

5

FUNDRAISER REQUEST

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

Reporting School Year: 2025-26 Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music Account No: 949

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

Restaurant nights (up to 10 for the school year)

PURPOSE OF RAISING FUNDS:

Student travel and trips, contest/clinic fee's, apparel and meals

FUNDRAISER DATES: START 8/12/25 END 5/20/26

ACOUNT OF MONEY TO BE RAISED:

EST. INC. 1,000.00 - EST. EXP. 0 = EST. PROFIT 1,000.00

Sponsor Signature: B. Bowman

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

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

Reporting School Year: 2025-26 Sponsor Name: B. Bowman

Name of Activity Fund: Vocal Music Account No: 949

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

Sponsor a School Dance.

PURPOSE OF RAISING FUNDS:

Student travel and trips, contest/clinic fee's, apparel and meals

FUNDRAISER DATES: START 8/12/25 END 5/20/26

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 2,000.00 - EST. EXP. 0 = EST. PROFIT 2,000.00

Sponsor Signature: B. Bowman

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

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2025 - 2026 Sponsor Name: William Rogers

Name of Activity Fund: Yearbook Account No: 951

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
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ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2025 - 2026 SITE: SJHS

ACCOUNT NAME: 951 Yearbook

PURPOSE

To produce and sell yearbooks.

SOURCE(S) OF INCOME

Yearbook Type Income: Advertising Sales, Awards/Prizes, Concession Sales, Contest Fees, Contributions/Donations, Fees/Fines/Dues, BOE approved Fundraisers, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Reimbursements/Refunds/Rebates, School Picture Commissions, Student Payments and Yearbook/Agenda Sales.

PLANNED EXPENSES

Yearbook Type Expenses: Awards, Advertising, Books, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Donations, Equipment, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Registrations, Reimbursements, Rental Fees, Scholarship/Awards, Stipends, Award Banquets, Subscriptions, Technology Expenses and other Activity related supplies and materials.

SPONSOR NAME

William Rogers

SIGNATURE

W.B. Rogers

PRINCIPAL/DIRECTOR

Douglas Stafford

SIGNATURE

Douglas Stafford

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature] DATE: 5/16/25

ACCOUNT NUMBER: 951

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025 - 2026 Sponsor Name: William Rogers

Name of Activity Fund: Yearbook Account No: 951

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:	(TBD)	
Yearbook sales	\$ 10,000.00	
Yearbook ads	\$ 500.00	
	\$ _____	
	\$ _____	
	\$ _____	
	\$ _____	
Total Revenues:	\$ 10,500.00	
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 12,196.00 (TBD)	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Yearbook order	\$ -7,000.00	
Yearbook refunds	\$ -200.00	
Supplies/equipment	\$ -500.00	
	\$ _____	
	\$ _____	
	\$ _____	
Total Expenditures:	\$ -7,700.00	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____ (TBD)	\$ _____

**FUNDRAISER REQUEST**

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

Reporting School Year: 2025 - 2026 Sponsor Name: William Rogers

Name of Activity Fund: Yearbook Account No: 951

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

Selling yearbook ads

**PURPOSE OF RAISING FUNDS:**

To buy equipment and to take yearbook students on a field trip at the end of the year.

**FUNDRAISER DATES:** ✓ START 08/15/2024<sup>5</sup> END 04/01/2025<sup>6</sup>

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. \$ 500.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 500.00

William Rogers  
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

[Signature]  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-2026 Sponsor Name: Susan Ammons

Name of Activity Fund: All Sports Account No: 970

**The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:**

Excess funds were due to greater attendance to games and less than expected expenses for equipment.

*\* COMBINED WITH HS ACCOUNT.*

**PACKET CONTENTS:**

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REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2025-2026 SITE: SJHS

ACCOUNT NAME: 970 All Sports

PURPOSE

To support the athletes of the JH by purchasing supplies, updating technology and fulfilling other needs identified by the Athletic Department.

SOURCE(S) OF INCOME

Athletic and Performing Arts Type Income: Advertising Sales, Awards/Prizes, Concession Sales, Contest Fees, Contributions/Donations, Fees/Fines/Dues, Field Trip Collections, BOE approved Fundraisers, Gate Receipts, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Rental Fees, Student Payments, Summer Camps, and Ticket Sales.

PLANNED EXPENSES

Athletic and Performing Arts Type Expenses: Awards, Advertising, Camp Expenses, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Equipment, Facility Improvements, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Officials/Judges, Payroll Reimbursement, Registrations, Reimbursements, Rental Fees, Security, Stipends, Subscriptions, Technology, Transportation, Award Banquets and other Activity related materials.

SPONSOR NAME

Susan Ammons

SIGNATURE

Susan Ammons

PRINCIPAL/DIRECTOR

Brian Warwick

SIGNATURE

Brian Warwick

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Raul Bogna DATE: 5/16/25

ACCOUNT NUMBER: 970

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2025-2026 Sponsor Name: Susan Ammons

Name of Activity Fund: All Sports Account No: 970

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>35,000.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Athletic pass sales &/or game entry	\$ <u>20,000.00</u>	
Donations	\$ <u>5,000.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Revenues:</b>	<b>\$ <u>25,000.00</u></b>	<b>\$ _____</b>
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>60,000.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Athletic Attire	\$ <u>-10,000.00</u>	
Athletic Equipment	\$ <u>-10,000.00</u>	
Game Officials & Staff, Security & Judges	\$ <u>-20,000.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Expenditures:</b>	<b>\$ <u>-40,000.00</u></b>	<b>\$ _____</b>
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>20,000.00</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Susan Ammons

Name of Activity Fund: All Sports Account No: 970

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

N/A

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START END

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. - EST. EXP. = EST. PROFIT \$ 0.00

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

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

## ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE

Due April 30 each year or upon request of a new account

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Cheer Account No: 976

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

N/A

**\* COMBINED WITH HS ACCOUNT**

## PACKET CONTENTS:

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	RP
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	RP
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	RP
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	RP

\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

**ACTIVITY FUND REQUEST FOR ACCOUNT**

DATE: 2025-2026 SITE: SJHS

ACCOUNT NAME: 976 Cheer

**PURPOSE**

Offset cost of competition and new uniforms

**SOURCE(S) OF INCOME**

Athletic and Performing Arts Type Income: Advertising Sales, Awards/Prizes, Concession Sales, Contest Fees, Contributions/Donations, Fees/Fines/Dues, Field Trip Collections, BOE approved Fundraisers, Gate Receipts, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Rental Fees, Student Payments, Summer Camps, and Ticket Sales.

**PLANNED EXPENSES**

Athletic and Performing Arts Type Expenses: Awards, Advertising, Camp Expenses, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Equipment, Facility Improvements, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Officials/Judges, Payroll Reimbursement, Registrations, Reimbursements, Rental Fees, Security, Stipends, Subscriptions, Technology, Transportation, Award Banquets and other Activity related materials.

**SPONSOR NAME**

Rebecca Palmatary

**SIGNATURE**



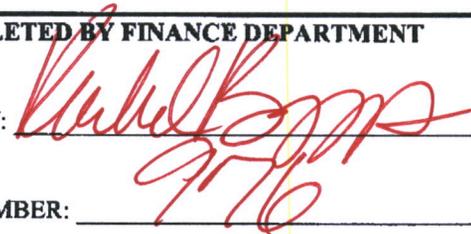
**PRINCIPAL/DIRECTOR**

Brian Warwick

**SIGNATURE**



**TO BE COMPLETED BY FINANCE DEPARTMENT**

APPROVED BY:  DATE: 5/16/25

ACCOUNT NUMBER: 976

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary  
 Name of Activity Fund: Cheer Account No: 976

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Fundraising Events	\$ 2,300.00	
Due from students	\$ 7,200.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Revenues:</b>	<b>\$ 9,500.00</b>	<b>\$ _____</b>
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 10,484.00	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Team Apparel	\$ -4,000.00	
Competition Expenses	\$ -450.00	
Choreography	\$ -200.00	
Fundraising Expenses	\$ -500.00	
_____	\$ _____	
_____	\$ _____	
<b>Total Expenditures:</b>	<b>\$ -5,150.00</b>	<b>\$ _____</b>
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____



**FUNDRAISER REQUEST**

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

Reporting School Year: 2025-2026 Sponsor Name: Rebecca

Name of Activity Fund: Cheer Account No: \_\_\_\_\_

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

School Dance

**PURPOSE OF RAISING FUNDS:**

Offset cost associated with the program; uniforms and competitions.

**FUNDRAISER DATES:** START 08/01/2025 END 09/26/25

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. \$ 500.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 500.00

[Signature]  
SPONSOR SIGNATURE

[Signature]  
ATHLETIC DIRECTOR AUT.  
(applicable only if athletic fund)

[Signature]  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION AP

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_  
SPONSOR SIGNATURE

\_\_\_\_\_  
FINANCIAL SECRETARY SI



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Cheer Account No: 976

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

Pura Vida Bracelets; blue and gold, orange and black.

PURPOSE OF RAISING FUNDS:

Offset cost associated with the program; uniforms and competitions.

FUNDRAISER DATES: START 08/01/2025 END 10/01/2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 800.00 - EST. EXP. -\$ 400.00 = EST. PROFIT \$ 400.00

Sponsor signature: Rebecca Palmatary

SPONSOR SIGNATURE

Athletic Director signature: Brian W...

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal signature: [Signature]

PRINCIPAL AUTHORIZATION

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

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FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Cheer Account No: 976

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

Winter Candy grams: sucker or small stuffed animal delivered to students around last day of December.

PURPOSE OF RAISING FUNDS:

Offset cost associated with the program, uniforms and competitions.

FUNDRAISER DATES: START 11/30/2025 END 12/17/2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 500.00 - EST. EXP. -\$ 100.00 = EST. PROFIT \$ 400.00

Sponsor signature: Rebecca Palmatary

Athletic Director Authorization: BOB WARDWICK

PRINCIPAL AUTHORIZATION

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

# STILLWATER BOARD OF EDUCATION

CFB-E1



## FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026

Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Cheer

Account No: 976

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

Spirit Wear: Pioneer gear...T-shirts, hoodies, hats, blankets, etc

### PURPOSE OF RAISING FUNDS:

Offset cost associated with the program, uniforms and competitions.

FUNDRAISER DATES: START 08/01/2025 END 10/01/2025

### ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 500.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 500.00

[Signature]  
SPONSOR SIGNATURE

[Signature]  
ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

[Signature]  
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

### FUNDRAISER CLOSEOUT

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

### FUNDRAISER PROFIT

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

Adoption Date: February 21, 2012

Revision Date(s): 9/10/19

**STILLWATER BOARD OF EDUCATION**

**CFB-E1**

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 25-26 Sponsor Name: Taylor Transon  
 Name of Activity Fund: Pom (JH) Account No: 981

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
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ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	TT
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	TT

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/11/25

SITE: Junior High

ACCOUNT NAME: Pom (JH)

PURPOSE

fund the SJHS Pom Squad, have opportunities to compete and take the best choreography, supply team with needs like outfits

SOURCE(S) OF INCOME

fundraisers, donations, parent payments

PLANNED EXPENSES

registration fees, team clothes and uniforms, team poms, choreography and music, judges, camp fees

SPONSOR NAME

Taylor Transon

SIGNATURE

Taylor Transon

PRINCIPAL/DIRECTOR

Brian Warwick

SIGNATURE

Brian Warwick

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Karl Bogg 981

DATE: 5/16/25

ACCOUNT NUMBER:

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 25-26 Sponsor Name: Taylor Transon

Name of Activity Fund: POM (JH) Account No: 981

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>Fundraisers</u>	\$ <u>15,000</u>	
<u>Donations</u>	\$ <u>500</u>	
<u>Parent payments</u>	\$ <u>1,000</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total Revenues:</b>	\$ <u>16,500</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ _____	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>registration fees</u>	\$ <u>700</u>	
<u>clothes/uniforms/poms</u>	\$ <u>5,000</u>	
<u>choreography and music</u>	\$ <u>2,500</u>	
<u>judges</u>	\$ <u>200</u>	
<u>camp fees</u>	\$ <u>6,000</u>	
_____	\$ _____	
<b>Total Expenditures:</b>	\$ <u>14,400</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>2,100</u>	\$ _____

1

FUNDRAISER REQUEST

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

Reporting School Year: 25-26 Sponsor Name: Taylor Transon

Name of Activity Fund: Pom (JH) Account No: 981

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

Chris' University merchandise online fundraisers (1-3 rounds)

PURPOSE OF RAISING FUNDS:

Money will go towards competition registration fees, and new uniforms/poms if needed in Fall 2025

FUNDRAISER DATES: START 8/2025 END 12/2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$800 - EST. EXP. 0 = EST. PROFIT \$800

Taylor Transon SPONSOR SIGNATURE

Brian Warwick ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal AUTHORIZATION

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



FUNDRAISER REQUEST

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

Reporting School Year: 25-26 Sponsor Name: Taylor Transon

Name of Activity Fund: Pom (TH) Account No: 981

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

Concession stands at Pioneer Stadium

PURPOSE OF RAISING FUNDS:

Choreography fees, music mix fees, team wear

FUNDRAISER DATES: START 9/2025 END 11/2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$1,000 - EST. EXP. 0 = EST. PROFIT \$1,000

Taylor Transon SPONSOR SIGNATURE

BOB WASHICK 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

**FUNDRAISER REQUEST**

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

Reporting School Year: 25-26 Sponsor Name: Taylor Transou

Name of Activity Fund: Pom (JH) Account No: 981

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

Selling water at Home OSU Football games

**PURPOSE OF RAISING FUNDS:**

registration fees for regional and state competition, new competition gear

**FUNDRAISER DATES:**  **START** 9/2025 **END** 11/2025

**ACCOUNT OF MONEY TO BE RAISED:**

EST. INC. \$ 500 - EST. EXP. 0 = EST. PROFIT \$ 500

Taylor Transou  
SPONSOR SIGNATURE

BRAD WARDICK  
ATHLETIC DIRECTOR AUTHORIZATION  
(applicable only if athletic fundraiser)

[Signature]  
PRINCIPAL AUTHORIZATION

\_\_\_\_\_  
BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

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

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_  
SPONSOR SIGNATURE

\_\_\_\_\_  
FINANCIAL SECRETARY SIGNATURE