

APPLICATION FOR SANCTIONING (Cont.)

ORGANIZATION/ASSOCIATION  
UNAUDITED CASH FLOW STATEMENT FOR PRIOR SCHOOL YEAR (ACTUALS JULY 1 - JUNE 30)

Name of Organization, Association: Will Rogers PTA

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2023 - 2024

Beginning Cash Balance, July 1, See attached \$ \_\_\_\_\_

Collections:

Fundraiser, Merchandise Sales, Etc.	\$ _____
Donations	\$ _____
Parent Student Contributions	\$ _____
Other (list):	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Collections \$ \_\_\_\_\_

Expenditures:

Fundraising Expenses	\$ _____
Other (list):	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Expenditures \$ \_\_\_\_\_

Ending Cash Balance, June 30, \_\_\_\_\_ \$ \_\_\_\_\_

I, the undersigned officer of the above-named organization/association, do hereby certify that this is a true and complete representation of the organization's financial activity for the 2023 - 2024 school year, to the best of my knowledge and belief. I further certify that, in accordance with the policy of the Stillwater Board of Education, I/we may be required to submit further financial information on the organization/association at the request of the board of education, and the failure to do so may result in revocation of the board's sanctioning approval.

Representative Officer: Arene Upson Date: 9-3-2024

Title: President

Received and reviewed by Chief Financial Officer:

Name/Title: \_\_\_\_\_ Date: \_\_\_\_\_

Will Rogers PTA End of Year Financial Report 2023-2024

Income:	Budget Estimate	Year to Date
Memberships	500	325
Game Day Parking	13,000	14,885
T Shirts	2,000	1808.25
5th Grade Fundraising	250	
Running Club	400	
Library	1,000	1218.09
Donations	0	
Yearbook	200	800
Restaurant Fund		1161.14
OK PTA		600
Shop to Give		77.44
Meat Fund		998.45
Total Est. Income:	\$17,350	YTD: \$21,873.37

Expenses:	Estimated Expenses	Year to Date:
State Membership Dues	500	305.5
5th Grade Graduation	2,000	2315.34
Family Involvement	1,800	342.69
Classroom Fun Activities	1,000	160.49
Field trips	10,000	2330.3
Insurance	680	630
Running Club	300	
STEM	300	
PTA Supplies	300	53.5
T Shirts	1,422	1,422
Teacher Appreciation	2,000	3180.66
Teacher Enrichment	1,000	
Teacher Grants	2,000	578.84
Pre-K	1,000	274.75
Specials Teachers	1,000	495.76
Bank Paper Statements	60	15
Principal Fund	1,000	
Library	1,000	
Playground Enhancements	15,000.00	
Yearbook	700	487.6
Conference Registration		375
Total Est. Expenses:	\$43,062.00	YTD: \$12967.43

Checking Account balance as of June 30, 2024= \$43,025.82

APPLICATION FOR SANCTIONING  
Due Annually on September 1

This is a request for sanctioning by the applicant to the Stillwater Board of Education, pursuant to which the funds collected by the applicant are exempt from the statutory controls over school activity funds. All fields are required.

Date Submitted: 9/3/2024 Select One: Initial Application \_\_\_\_\_ Renewal X

Name of Sanctioned Organization: Will Rogers Elem. PTA

Official Mailing Address for the organization: 1211 N. Washington St

Organization's Taxpayer I.D. Number: 73-1016553 Stillwater, OK 74075

Organization President

Organization Treasurer

Name: Irene Upson

Name: Sharon Edwards

Phone: 620-755-2916

Phone: 405-747-0485

Email: ireneaupson@gmail.com

Email: sharifay.edwards@gmail.com

Organization's Purpose, Goals, and the Benefit to District Students: To support Will Rogers' Elementary Schools' goals and provide opportunities for family involvement and advocate for children. WK PTA has a board of officers and members who serve as volunteers.

Organizations's Website and/or Social Media Accounts: Facebook - Will Rogers PTA

(All funds raised by the organization will be used to achieve the stated purpose and goals of the organization. No administrative fees or stipends to officers or others will be permitted. Any payments to coaches or employees must be approved by and paid through Stillwater Public Schools.)

Applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operation, or organization on the basis of race, gender, age, religion, national origin, or disability.

Applicant acknowledges that the board of education has the discretion to sanction or decline the applicant, and the decision of the board of education is final and nonappealable. Applicant further acknowledges that (a) the board of education can, at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the board of education can, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the board of education is final and nonappealable.

Applicant also acknowledges, that if requested by the board of education the organization will be required to submit financial and supporting documentation for an agreed upon procedure review to be performed by the school district's external auditor. This information must be submitted by the deadline established at the time of the request.

APPLICATION FOR SANCTIONING (Cont.)

ORGANIZATION/ASSOCIATION  
UNAUDITED CASH FLOW STATEMENT FOR UPCOMING SCHOOL YEAR (JULY 1 - JUNE 30)

Name of Organization/Association: Will Rogers PTA

FINANCIAL ACTIVITY FOR SCHOOL YEAR 2024-2025

Beginning Cash Balance, July 1, \_\_\_\_\_ \$ \_\_\_\_\_

Collections:

Fundraiser, Merchandise Sales, Etc. \$ \_\_\_\_\_

Donations \$ \_\_\_\_\_

Parent/Student Contributions \$ \_\_\_\_\_

Other (list): \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Total Collections \$ \_\_\_\_\_

Expenditures:

Fundraising Expenses \$ \_\_\_\_\_

Other (list): \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Total Expenditures \$ \_\_\_\_\_

Ending Cash Balance, June 30, \_\_\_\_\_ \$ \_\_\_\_\_

I, the undersigned officer of the above-named organization/association, do hereby certify that this is a true and complete representation of the organization's financial activity for the 2024-2025 school year, to the best of my knowledge and belief. I further certify that, in accordance with the policy of the Stillwater Board of Education, I/we may be required to submit further financial information on the organization/association at the request of the board of education, and the failure to do so may result in revocation of the board's sanctioning approval.

Representative/Officer: Irene Upson Date: 9-3-2024

Title: President

Received and reviewed by Chief Financial Officer:

Name/Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Will Rogers PTA Estimated Budget For July 1,2024- June 30, 2025**

<b>Income:</b>	<b>Estimated Income</b>
Memberships	400
Game Day Parking	12,000
T Shirts	1,500
5th Grade Fundraising	500
Library	1,000
Donations	0
Yearbook	200
Restauraunt Fundraising	1,500
OK PTA	600
Shop to Give	100
<b>Total Estimated Income:</b>	<b>17,800</b>

**Estimated carry over from 24-25 as of July 1,2024 Checking: \$44,137.65**

<b>Expenses:</b>	<b>Estimated Expenses</b>
State Membership Dues	400
5th Grade Graduation	2,000
Family Involvement	1,500
Field trips- ~\$1000 per grade	7,000
Insurance	630
PTA Supplies	150
T Shirts	1,500
Teacher Appreciation	2,000
Teacher & Classroom Grants	5,000
Principal Fund	1,000
Library	1,000
Playground Enhancements	TBD
<b>Total Estimated Expenses:</b>	<b>22,180</b>

**Estimated Account Balance at the end of June 30, 2025: \$21,957.65**

APPLICATION FOR SANCTIONING (Cont.)

ORGANIZATION ASSOCIATION  
INDEPENDENT REVIEW CERTIFICATION

This form certifies that an internal audit committee, that is comprised of individuals who are independent from the club officers, conducted an annual audit of the club's financial records for the year ended. A minimum of two individuals performed this audit. The audit committee should be familiar with board policies CFBB and CFBB-P and should consider recommended internal controls for sanctioned organizations.

At a minimum, an audit consists of reviewing 12 months of bank statements for the organization and confirming that they reconcile to the Unaudited Cash Flow Statement submitted as part of the annual application for sanctioning.

Signing this independent review certification also indicates that all expenditures followed the requirements in board policy CFBB with particular attention to the requirement that,

- All funds raised by the organization will be used to achieve the stated purposes and goals of the organization. No administrative fees or stipends to officers or others will be permitted. Any payments to coaches or employees must be approved by and paid through Stillwater Public Schools.

To the best of their knowledge and belief, the internal audit committee of the above-named organization association certifies that the financial activity of the organization for the \_\_\_\_\_ school year was in accordance with board policy, reconciles to the submitted unaudited cash flow statement, and all financial transaction were made in accordance with the organization's by-laws and procedures. (A minimum of two signatures required.)

Representative: Emily Berry Date: 8-28-24

Representative: Madhve [Signature] Date: 8-28-24

Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Will Rogers PTA Monthly Report July 2023  
 Checking Account balance as of July 1, 2023 = \$43,864.39

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500	40	40	460
Game Day Parking	13,000			
T Shirts	2,000	680	680	1320
5th Grade Fundraising	250			
Running Club	400			
Library	1,000			
Donations	0			
Yearbook	200			
<b>Total Est. Income:</b>	<b>\$17,350</b>	<b>Actual: \$720</b>	<b>YTD: \$720</b>	

Deposits:

Date:	From:	For:	Amount:
7/14/2023	GB Payouts	Memberships	5
7/28/2023	GB Payouts	Memberships	20
7/31/2023	Cash from Verific T Shirts		680
	Cash from Verific Memberships		15

Expenses:	Estimated Expenses	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500			
5th Grade Graduation	2,000			
Family Involvement	1,800			
Classroom Fun Activities	1,000			
Field trips	10,000			
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422			
Teacher Appreciation	2,000			
Teacher Enrichment	1,000			
Teacher Grants	2,000			
Pre-K	1,000			
Specials Teachers	1,000			
Bank Paper Statements	60	5	5	55
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			
<b>Total Est. Expenses:</b>	<b>\$43,062.00</b>	<b>Actual: \$5</b>	<b>YTD: \$5</b>	

Expenses:

Check #:	Date:	Pay To:	For:	Amount:
3921	5/8/2023	Lakeshore Learning	Library	60

Month Starting Library Total: \$11,638.74  
 Expenses: \$60.00  
 Month End Library Total: \$11,578.74

Checking Account balance as of July 30, 2023 = \$44,524.39

Will Rogers PTA Monthly Report August 2023  
 Checking Account balance as of August 1, 2023= \$44,524.39

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500	220	260	140
Game Day Parking	13,000	120	120	12,880
T Shirts	2,000	190	870	1,130
5th Grade Fundraising	250			
Running Club	400			
Library	1,000			
Donations	0			
Yearbook	200			
<b>Total Est. Income:</b>	<b>\$17,350</b>	<b>Actual: \$530</b>	<b>YTD: \$1250</b>	

Deposit:	Date:	From:	For:	Amount:
	8/4/2023	GB Payouts	Memberships	45
	8/11/2023	GB Payouts	Memberships	30
	8/18/2023	GB Payouts	Memberships	45
	8/22/2023	Cash from Meel Teacher	22-23 T Shirts	110
			23-24 T Shirts	190
			Memberships	25
			GD Parking S Pass	120
	8/25/2023	Cristy Daerner GB Payouts	Memberships	75

Expenses:	Estimated Expenses	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500			
5th Grade Graduation	2,000			
Family Involvement	1,800			
Classroom Fun Activities	1,000			
Field trips	10,000			
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422	1,422	1,422	0
Teacher Appreciation	2,000			
Teacher Enrichment	1,000			
Teacher Grants	2,000			
Pre-K	1,000			
Specials Teachers	1,000			
Bank Paper Statements	60	5	10	50
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			
<b>Total Est. Expenses:</b>	<b>\$43,062.00</b>	<b>Actual: \$1427</b>	<b>YTD: \$1432</b>	

Expenses	Check #:	Date:	Pay To:	For:	Amount:
	3891	W 7/1/2023	Chit's University Split	T Shirts	664.5
	3892	W 8/1/2023	Chit's University Split	T Shirts	757.5
	3893	W 8/07/23	Irene Upson	Library- Reimburse- Lakeshore	1901.22
	3894	W 8/07/2023	Kim Sloggett	Library- Reimburse	127.42
	3895	W 8/25/2023	Kim Sloggett	Library- Reimburse	204.35
	3897	W 8/28/2023	Will Rogers	Library- World Book Sub Renewe	453.6
		8/31/2023	Made by: Irene Upson	Change- cash box for game day	160

Month Starting Library Total: \$11,578.74  
 Expenses: \$1,901.22  
 \$127.42  
 \$204.35  
 \$453.60  
 Month End Library Total: \$8,992.15

Checking Account balance as of August 30, 2023= \$40,889.80

Will Rogers PTA Monthly Report September 2023  
 Checking Account balance as of September 1, 2023= \$40,894.80

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500	20	280	220
Game Day Parking	13,000	4455	4575	8425
T Shirts	2,000	308.25	1178.25	821.75
5th Grade Fundraising	250			
Running Club	400			
Library	1,000			
Donations	0			
Yearbook	200	20	20	180
<b>Total Est. Income:</b>	<b>\$17,350</b>	<b>Actual: \$4803.25</b>	<b>YTD: \$6053.25</b>	

Expenses:	Estimated Expenses	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500			
5th Grade Graduation	2,000			
Family Involvement	1,800			
Classroom Fun Activities	1,000			
Field trips	10,000			
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422	1,422	1,422	0
Teacher Appreciation	2,000			
Teacher Enrichment	1,000			
Teacher Grants	2,000			
Pre-K	1,000			
Specials Teachers	1,000			
Bank Paper Statements	60	5	15	45
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			
<b>Total Est. Expenses:</b>	<b>\$43,062.00</b>	<b>Actual: \$1427</b>	<b>YTD: \$1437</b>	

Checking Account balance as of September 30, 2023= \$37490.42

Deposits:

Date:	From:	For:	Amount:
9/1/2023	GB Payouts	Memberships	5
9/5/2023	Game Day Cash Deposit	GD Parking	3300
9/7/2023	Chris' University	Online Shirt Profit	33.23
9/8/2023	GB Payouts	GD Parking	80
9/15/2023	GB Payouts	Memberships	5
9/19/2023	Game Day Cash Deposit	GD Parking	955
9/22/2023	Family Night	T Shirts	40
	Onalee- Office	T Shirts	235
9/22/2023	GB Payouts	Memberships	5
9/22/2023	GB Payouts	Yearbook 22-23	20
9/29/2023	GB Payouts	Memberships	5
		GD Parking	40
		GD Parking	80

Expenses	Check #:	Date:	Pay To:	For:	Amount:
	3866	W 8/30/2023	C 9/06/2023 Perma Bound	Library	330.1
	3866	W 8/29/2023	C 9/11/2023 Capstone	Library	1389
	3868	W 9/6/2023	C 9/14/2023 Perma Bound	Library	203.31
	3869	W 9/15/2023	C 9/18/2023 Will Rogers	Library	8000
	3870	W 9/15/2023	C 9/21/2023 Kim Sloggett	Library	84.38
	3871	W 9/15/2023	C 9/22/2023 Perma Bound	Library	69.16
	3872	W 9/15/2023	C 9/22/2023 Perma Bound	Library	111.66
			Month Starting Library Total:		\$8,892.15
			Expenses:		\$8197.61
			Month End Library Total:		\$694.54

Will Rogers PTA Monthly Report October 2023  
 Checking Account balance as of October 1, 2023= \$37,490.42

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500	15	295	205
Game Day Parking	13,000	4780	9030	3970
T Shirts	2,000	110	1288.25	711.75
5th Grade Fundraising	250			
Running Club	400			
Library	1,000			
Donations	0			
Yearbook	200	20	40	160
Restaurant Fund		388.04	388.04	
OK PTA		600	600	
Shop to Give		7.89	7.89	
<b>Total Est. Income:</b>	<b>\$17,350</b>	<b>Actual: \$5920.93</b>	<b>YTD: \$11649.18</b>	

Expenses:	Estimated Expense	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500	267.5	267.5	232.5
5th Grade Graduation	2,000			
Family Involvement	1,800			
Classroom Fun Activities	1,000	160.49	160.49	839.51
Field trips	10,000	45	45	9955
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422		1,422	0
Teacher Appreciation	2,000			
Teacher Enrichment	1,000			
Teacher Grants	2,000	34.61	34.61	1965.39
Pre-K	1,000			
Specials Teachers	1,000			
Bank Paper Statements	60	0	15	45
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			
<b>Total Est. Expenses:</b>	<b>\$43,062.00</b>	<b>Actual: \$507.60</b>	<b>YTD: \$1944.60</b>	

Checking Account balance as of October 30, 2023= \$42,903.75

Deposits:

Date:	From:	For:	Amount:
10/6/2023	GB Payouts	Membership	5
10/10/23	WR School Activity Fund	T Shirts	50
	Onalee- Office	T Shirts	20
	Onalee- Office	Yearbook	20
10/13/2023	Game Day Cash Deposit	GD Parking	1830
10/16/2023	GB Payouts	GD Parking	60
	OK PTA	Grant	600
10/20/2023	Game Day Cash Deposit	GD Parking	2070
	GB Payouts	Shop to Give	7.89
	GB Payouts	Membership	10
		T Shirts	40
		GD Parking	140
10/30/2023	Mexico Joe's (Stan Clark)	Restaurant Fund	388.04
	Game Day Cash Deposit	GD Parking	680

Expenses	Check #:	Date:	Pay To:	For:	Amount:
	3867	W 8/30/23	Pizza Hut	Party	\$160.49
GIVEBACKS		10/10/23	Givebacks	Mem Dues	\$267.50
	3874	W 10/17/23	Karyn Spencer	Teacher Grant	\$34.61
CASH		10/27/23	Brendan White	Field Trip- GT 2n	\$45.00

Month Starting Library Total: \$694.54  
 Expenses: 0  
 Month End Library Total: \$694.54

Will Rogers PTA Monthly Report November 2023  
 Checking Account balance as of November 1, 2023= \$42,903.75

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500	10	305	195
Game Day Parking	13,000	5855	14,885	-1,885
T Shirts	2,000	120	1408.25	591.75
5th Grade Fundraising	250			
Running Club	400			
Library	1,000	243.09	243.09	756.91
Donations	0		40	180
Yearbook	200		388.04	
Restaurant Fund			600	
OK PTA			28.94	
Shop to Give		21.05		

Total Est. Income: \$17,350 Actual: \$6249.14 YTD: \$17898.32

Expenses:	Estimated Expense:	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500		267.5	232.5
5th Grade Graduation	2,000			
Family Involvement	1,800	112.3	112.3	1687.7
Classroom Fun Activities	1,000		160.49	839.51
Field trips	10,000	400	445	9555
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422		1,422	0
Teacher Appreciation	2,000			
Teacher Enrichment	1,000			
Teacher Grants	2,000	34.61	34.61	1965.39
Pre-K	1,000			
Specials Teachers	1,000			
Bank Paper Statements	60	0	15	45
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			

Total Est. Expenses: \$43,062.00 Actual: \$546.91 YTD: \$2456.9

Checking Account balance as of November 30, 2023= \$48,458.49

Deposits:	Date:	From:	For:	Amount:
	11/3/2023	GB Payouts	Shop to Give	14.59
	11/3/23	GB Payouts	GD Parking	40
	11/6/23	PT Conferences	T Shirts	60
			Membership	5
		Game Day Cash Deposit	GD Parking	4,655
	11/10/2023	Book Fair Cash	Book Fair	3,566.09
		GB Payouts	GD Parking	180
	11/17/2023	GB Payouts	T Shirts	60
			Membership	5
	11/24/2023	GB Payouts	Shop to Give	6.46
	11/29/2023	Game Day Cash Deposit	GD Parking	980

Expenses	Check #:	Date:	Pay To:	For:	Amount:
CASH		11/3/23	Library	Bookfair	\$225.00
	3875	W 11/11/23 C	11/6/23 Kim Sloggett	Reimbursement	\$77.10
	3879	W 11/9/23 C	11/10/23 Will Rogers	Book Fair Coupons	\$100.00
	3877	W 11/9/23 C	11/13/23 Walmart	Book Fair- Cookies	\$12.30
	3876	W 11/6/23 C	11/13/23 Pleasant Valley School Found.	Field Trip- Spring 23	\$300
	3878	W 11/6/23 C	11/13/23 Stillwater History Museum-	3rd Field Trip- Fall 23	\$100
	3881	W 11/20/23 C	11/29/23 Scholastic Book Fairs	Book Fair	\$3,323.00

Month Starting Library Total: \$694.54

Deposits: 11/10/2023 Book Fair Cash

Expenses: 11/6/23 Kim Sloggett

11/29/23 Scholastic Book Fairs

Month End Library Total: \$860.53

Book Fair 3,566.09

Reimbursement 77.1

Book Fair 323

Will Rogers PTA Monthly Report December 2023  
 Checking Account balance as of December 1, 2023 = \$48,458.49

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500		305	195
Game Day Parking	13,000		14,885	-1,885
T Shirts	2,000	30	1438.25	561.75
5th Grade Fundraising	250			
Running Club	400			
Library	1,000		243.09	756.91
Donations	0			
Yearbook	200		40	160
Restaurant Fund			388.04	
OK PTA			600	
Shop to Give			28.94	
<b>Total Est. Income:</b>	<b>\$17,350</b>	<b>Actual:</b>	<b>\$30 YTD: \$17928.32</b>	

Expenses:	Estimated Expense	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500		267.5	232.5
5th Grade Graduation	2,000			
Family Involvement	1,800		112.3	1687.7
Classroom Fun Activities	1,000		160.49	839.51
Field trips	10,000	55	500	9500
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422		1,422	0
Teacher Appreciation	2,000	260	260	1740
Teacher Enrichment	1,000			
Teacher Grants	2,000	50	84.61	1915.39
Pre-K	1,000	105.92	105.92	894.08
Specials Teachers	1,000			
Bank Paper Statements	60	0	15	45
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			
<b>Total Est. Expenses:</b>	<b>\$43,062.00</b>	<b>Actual:</b>	<b>\$470.92 YTD: \$2927.82</b>	

Deposits:

Date:	From:	For:	Amount:
12/8/2023	GB Payouts	T Shirts	30

Expenses

Check #:	Date:	Pay To:	For:	Amount:
3882	W 12/11/23 C	Whitmore Farms	Meat Fund.	\$200.00
3883	W 12/13/23 C 12/15/23	Wal-Mart	Prek Party	\$13.96
3884	W 12/15/23 C 12/19/23	Pleasant Valley Sc	Field Trip	\$55.00
3885	W 12/18/23 C 12/20/23	Wal-Mart	Teacher Gift Car	\$260.00
3886	W 12/18/23 C 12/20/23	Lacy Kniep	Teacher Grant	\$50
3887	W 12/19/23 C 12/22/23	Little Caesars	Prek Party	\$91.96

Month Starting Library Total: \$860.53

Deposits: 0

Expenses: 0

Month End Library Total: \$860.53

Checking Account balance as of December 30, 2023 = \$48,017.57

Will Rogers PTA Monthly Report January 2024  
 Checking Account balance as of January 1, 2024= \$48,017.57

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500	5	310	190
Game Day Parking	13,000		14,885	-1,885
T Shirts	2,000	50	1488.25	511.75
5th Grade Fundraising	250			
Running Club	400			
Library	1,000		243.09	756.91
Donations	0			
Yearbook	200		40	160
Restaurant Fund		243.55	631.59	
OK PTA			600	
Shop to Give			28.94	

Total Est. Income: \$17,350 Actual: \$318.55 YTD: \$18226.87

Expenses:	Estimated Expense	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500		267.5	232.5
5th Grade Graduation	2,000			
Family Involvement	1,800	287.4	399.7	1400.3
Classroom Fun Activities	1,000		160.49	839.51
Field trips	10,000		500	9500
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422		1,422	0
Teacher Appreciation	2,000	30	290	1710
Teacher Enrichment	1,000			
Teacher Grants	2,000			
Pre-K	1,000		84.61	1915.39
Specials Teachers	1,000		105.92	894.08
Bank Paper Statements	60		15	45
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			

Total Est. Expenses: \$43,062.00 Actual: \$317.40 YTD: \$3245.22

Checking Account balance as of January 31, 2024= \$48,663.72

Deposits:

Date:	From:	For:	Amount:
1/5/2024	GB Payouts	Membership	5
1/12/24	GB Payouts	Meat Fund	60
1/19/24	GB Payouts	Meat Fund	740
		Membership	5
1/26/2024	GB Payouts	Meat Fund	60
1/29/2024	Cash	Dance	410.70
		T Shirts	50
1/31/2024	Check- Freddy's	Restaurant Fund	243.55
	Cash	Dance	20

Dance: Expenses- \$718.10 Deposit- \$200  
 Income- \$430.70 Income for January- \$860  
 Total Expense- \$287.40

Check #:	Date:	Pay To:	For:	Amount:
3882	W 12/11/23 C 1/24/24	Whitmore Farms	Meat Fund.	\$200.00
3888	W 1/8/24 C 1/19/24	Sheri Orr	Sloggett- GC	\$30.00
3889	W 1/10/24 C 1/17/24	Emily Berry	Dance	\$581.33
	Cash Withdrawal	1/26/24	Change for Dance	\$54.00
3898	W 1/29/24 C 1/30/24	Emily Berry	Dance	\$82.77

Month Starting Library Total: \$860.53  
 Deposits: 0  
 Expenses: 0  
 Month End Library Total: \$860.53

Will Rogers PTA Monthly Report February 2024  
 Checking Account balance as of February 1, 2024= \$48,663.72  
 Checking Account balance as of February 29, 2024= \$49,459.77

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:	Deposits:	Date:	From:	For:	Amount:
Memberships	500	10	320	180	2/2/2024	GB Payouts	Meat Fund	20	
Game Day Parking	13,000		14,885	-1,885	2/9/24	GB Payouts	Meat Fund	5	
T Shirts	2,000	55	1543.25	456.75	2/12/2024	Check- Hideaway	Restaurant Fund	339.82	
5th Grade Fundraising	250				2/16/2024	GB Payouts	Shop to Give	0.42	
Running Club	400		243.09	756.91	2/16/2024	GB Payouts	Membership	320.00	
Library	1,000				2/23/2024	GB Payouts	Shop to Give	18.19	
Donations	0				2/23/2024	GB Payouts	Meat Fund	520	
Yearbook	200		40	160					
Restaurant Fund		339.82	971.41						
OK PTA			600						
Shop to Give		18.61	47.55						

Total Est. Income: \$17,350 Actual: \$423.43 YTD: \$18650.30

Expenses:	Estimated Expense	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500		267.5	232.5
5th Grade Graduation	2,000		399.7	1400.3
Family Involvement	1,800		160.49	839.51
Classroom Fun Activities	1,000		500	9500
Field trips	10,000			
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300		1,422	0
T Shirts	1,422		290	1710
Teacher Appreciation	2,000			
Teacher Enrichment	1,000			
Teacher Grants	2,000	98.38	182.99	1817.01
Pre-K	1,000		105.92	894.08
Specials Teachers	1,000		15	45
Bank Paper Statements	60			
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			

Total Est. Expenses: \$43,062.00 Actual: \$98.38 YTD: \$3343.60

Meat Fund:  
 Income for January- \$860 Expense Deposit- \$200  
 Income for February- \$940 Expense Freezer- \$189  
 Income for March- \$800 Expense Meat- \$848.55  
 Total Income- \$2,600 Expense Processing- \$364  
 Total Expenses- \$1601.55  
 Profit from meat fundraiser: \$998.45

Expenses	Check #:	Date:	Pay To:	For:	Amount:
CASH		2/23/24	Library	Book Fair Change	\$225.00
	3900	2/23/24	Karyn Spencer	Teacher Grant	\$50.05
	3899	2/27/24	Natalie Paige	Lowes- Freezer	\$189.00
	3901	2/28/24	Susan Coltharp	Teacher Grant	\$48.33
Month Starting Library Total:					\$860.53
Deposits:					0
Expenses:					\$225
Month End Library Total:					\$635.53

Will Rogers PTA Monthly Report March 2024  
 Checking Account balance as of March 1, 2024= \$49,654.77  
 Checking Account balance as of March 31, 2024= \$50,772.35

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:
Memberships	500		320	180
Game Day Parking	13,000		14,885	-1,885
T Shirts	2,000	230	1773.25	226.75
5th Grade Fundraising	250			
Running Club	400			
Library	1,000	975	1218.09	-218.09
Donations	0			
Yearbook	200		560	-360
Restaurant Fund		520	971.41	
OK PTA			600	
Shop to Give		3.13	50.68	
Meat Fund		998.45	998.45	
Total Est. Income: \$17,350		Actual: \$2726.58	YTD: \$21,376.88	

Expenses:	Estimated Expense	This Month:	Year to Date:	(Over)/Under Budget:
State Membership Dues	500	38	305.5	194.5
5th Grade Graduation	2,000			
Family Involvement	1,800		399.7	1400.3
Classroom Fun Activities	1,000		160.49	839.51
Field Trips	10,000		500	9500
Insurance	680			
Running Club	300			
STEM	300			
PTA Supplies	300			
T Shirts	1,422		1,422	0
Teacher Appreciation	2,000	190	480	1520
Teacher Enrichment	1,000			
Teacher Grants	2,000		182.99	1817.01
Pre-K	1,000		105.92	894.08
Specials Teachers	1,000			
Bank Paper Statements	60		15	45
Principal Fund	1,000			
Library	1,000			
Playground Enhancements	15,000.00			
Yearbook	700			
Total Est. Expenses: \$43,062.00		Actual: \$228	YTD: \$3571.60	

Deposits:	Date:	From:	For:	Amount:
	3/1/2024	Cash/Checks	T Shirts	\$35.00
			Meat Fund	\$160
	3/1/2024	Library	Book Fair	\$3,660.00
	3/1/2024	GB Payouts	Meat Fund	\$340
	3/8/2024	GB Payouts	Meat Fund	300.00
	3/15/2024	GB Payouts	Shop To Give	3.13
	3/25/2024	Cash/Checks	T Shirts	\$195
			Yearbook	\$520

Meat Fund:	Income for January-	\$860	Expense Deposit-	\$200
	Income for February- <td>\$940</td> <td>Expense Freezer- <td>\$189</td> </td>	\$940	Expense Freezer- <td>\$189</td>	\$189
	Income for March- <td>\$800</td> <td>Expense Meat- <td>\$848.55</td> </td>	\$800	Expense Meat- <td>\$848.55</td>	\$848.55
	Total Income- <td>\$2,600</td> <td>Expense Processing- <td>\$364</td> </td>	\$2,600	Expense Processing- <td>\$364</td>	\$364
			Total Expenses- <td>\$1601.55</td>	\$1601.55

Expenses	Check #:	Date:	Pay To:	For:	Amount:
Givebacks	3902	W 3/6/2024	C 3/12/2024	Whitmore Farms Meat Fund	\$948.55
CASH	3903	W 3/11/2024	C 3/15/2024	Domino's Teacher App. PTC	\$190.00
	3904	W 3/11/2024	C 3/15/2024	Scholastic Book Fair	\$364.00

Month Starting Library Total: \$635.53  
 Deposits: \$3,660  
 Expenses: \$2,460  
 Month End Library Total: \$1,835.53  
 Book Fair Income: \$3,660  
 Book Fair Expenses: \$2,685  
 Book Fair Profit: \$975

Will Rogers PTA Monthly Report April 2024  
 Checking Account balance as of April 1, 2024= \$50,772.35  
 Checking Account balance as of April 30, 2024= \$50,549.06

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:	Deposits:	Date:	From:	For:	Amount:	
Memberships	500		320	180						
Game Day Parking	13,000		14,885	-1,885	4/10/2024	The Garage	Restaurant Fund	\$189.73		
T Shirts	2,000	10	1783.25	216.75	4/12/24	GB Payouts	Shop to Give	\$0.17		
5th Grade Fundraising	250				4/18/24	Cash/Check- Office	Yearbooks	\$120.00		
Running Club	400						T Shirt	\$5.00		
Library	1,000		1218.09	-218.09	4/19/2024	GB Payouts	Shop to Give	\$4.95		
Donations	0				4/29/2024	Cash	Dance Snacks	\$57.01		
Yearbook	200		680	-480			T Shirt	\$5		
Restaurant Fund		189.73	1161.14		4/29/2024	Check: Church of Christ	Book Fair	\$1,400 Hold		
OK PTA			600							
Shop to Give		5.12	55.8							
Meat Fund			998.45							
Total Est. Income:	\$17,350	Actual: \$324.85	YTD: \$21,701.73							
Expenses:	Estimated Expense:	This Month:	Year to Date:	(Over)/Under Budget:	Expenses	Check #:	Date:	Pay To:	For:	Amount:
State Membership Dues	500		305.5	194.5	3905		W 4/3/2024 C 4/5/2024	Heather Alfred	Art Night	\$495.76
5th Grade Graduation	2,000	750	750	1250	3907		W 4/3/2024 C 4/5/2024	Karen Holman	Teacher Grant	\$56.27
Family Involvement	1,800		342.89	1457.31	3906		W 4/3/2024 C 4/8/2024	Amber Bales	Teacher Grant	\$45.32
Classroom Fun Activities	1,000		160.49	839.51	3908		W 4/8/2024 C 4/10/2024	Walmart	2nd Field Trip	\$16.08
Field trips	10,000	1,149.73	1649.73	8350.27	3909		W 4/9/2024 C 4/11/2024	Pizza Hut	2nd Field Trip	\$236.12
Insurance	680	630	630	50					CHECKS	\$53.50
Running Club	300						4/16/2024			\$150
STEM	300				CASH		4/18/20024	EJ, Red Rock, CI Teacher/Staff of 1		672.00
PTA Supplies	300	53.5	53.5	246.5	3910		W 4/16/24 C 4/18/2024	Frontier Lanes	2nd Field Trip	\$106.99
T Shirts	1,422		1,422	0	3911		W 4/11/2024	Sign Gypsies	Teacher Appreci	\$170.53
Teacher Appreciation	2,000	256.99	736.99	1263.01	3912		W 4/15/2024 C 4/18/2024	Pizza Hut	2nd Field Trip	\$70
Teacher Enrichment	1,000				3913		W 4/24/2024	Madeline Foster	Teacher Grant	\$70
Teacher Grants	2,000	324.6	507.59	1492.41	3915		W 4/24/2024 C 4/29/2024	Heather Brown	Teacher Grant	\$54.57
Pre-K	1,000	168.83	274.75	725.25	3916		W 4/24/2024 C 5/2/2024	AIMS	Insurance	\$600.00
Specials Teachers	1,000	495.76	495.76	504.24	3937		W 4/24/2024 C 5/2/2024	SchoolsIn	Prek Equip	\$168.83
Bank Paper Statements	60		15	45	3938		W 4/30/2024 C 5/2/2024	Durpee Sports	5th Graduation	\$750.00
Principal Fund	1,000				3939		W 4/30/2024 C 5/1/2024	Madeline Foster	1st Field Trip	\$55
Library	1,000									
Playground Enhancements	15,000.00									
Yearbook	700									

Total Est. Expenses: \$43,062.00 Actual: \$3829.41 YTD: \$7344.00  
 Month End Library Total: \$1,835.53



Will Rogers PTA Monthly Report May 2024  
 Checking Account balance as of June 1, 2024 = \$44,862.64  
 Checking Account balance as of June 30, 2024 = \$43,025.82

Income:	Budget Estimate	This Month:	Year to Date:	(Over)/Under Budget:	Deposits:	For:	Amount:
Memberships	500	5	325	175	Date: From:	Shop to Give	\$2.68
Game Day Parking	13,000		14,885	-1,885	6/17/2024	Shop to Give	\$8.49
T Shirts	2,000		1808.25	191.75	6/21/24	Membership	\$5.00
5th Grade Fundraising	250				6/28/24		
Running Club	400						
Library	1,000		1218.09	-218.09			
Donations	0						
Yearbook	200		800	-680			
Restaurant Fund			1161.14				
OK PTA			600				
Shop to Give		11.17	77.44				
Meat Fund			998.45				
<b>Total Est. Income:</b>	<b>\$17,350</b>	<b>Actual:</b>	<b>\$16,177.77</b>	<b>\$21,873.37</b>			

Expenses:	Estimated Expense	This Month:	Year to Date:	(Over)/Under Budget:	Expenses	Pay To:	For:	Amount:
State Membership Dues	500		305.5	194.5	Check #: Date:	VRTU Body Lab	Teacher Apprec	1,310.00
5th Grade Graduation	2,000		2315.34	-315.34	May 3950 W 5/17/24 C 6/3/24	OK PTA	Conference Regi	\$375.00
Family Involvement	1,800		342.69	1457.31	3946 W 5/124 C 6/5/24	Madeline Foster	Teacher Grant	\$70
Classroom Fun Activities	1,000		160.49	839.51	April 3913 W 4/24/2024	Heather Brown	Teacher Grant	97.99
Field trips	10,000		2330.3	7714.7	April 3914 W 4/24/2024			
Insurance	680		630	50				
Running Club	300							
STEM	300							
PTA Supplies	300		53.5	246.5				
T Shirts	1,422		1,422	0				
Teacher Appreciation	2,000		3180.66	-1180.66				
Teacher Enrichment	1,000							
Teacher Grants	2,000		578.84	1421.16				
Pre-K	1,000		274.75	725.25				
Specials Teachers	1,000		495.76	504.24				
Bank Paper Statements	60		15	45				
Principal Fund	1,000							
Library	1,000							
Playground Enhancements	15,000.00		487.6	212.4				
Yearbook	700							
Conference Registration			375					
<b>Total Est. Expenses:</b>	<b>\$43,062.00</b>	<b>Actual:</b>	<b>\$0 /TD:</b>	<b>\$12967.43</b>				
								<b>Month End Library Total: \$2348.30</b>

# RCB BANK

Good Afternoon, Irene Upson

## NON PROFIT TRUN

Last Updated: August 28, 2024 2:03 PM

**\$41,745.36**

Current Balance

Transactions   Details & Settings

Start Date

07/01/2023 

End Date

to 06/30/2024 

Description

Transaction Type



Min Amount

\$ 0.00

Max Amount

to \$ 0.00

Starting Check #

Ending Check #

to

Date

Description

Amount

JUN 28 2024 GB Payouts GB Payouts 1800948598 24/06/28 ST-E6J8A7F2D2F5 CCD WILL ROGERS ELEMENTARY

+ \$5.00  
\$43,025.82



JUN 27 2024	☰ Check (Fed) - 3914	- \$97.99 \$43,020.82	⋮
JUN 21 2024	GB Payouts GB Payouts 1800948598 24/06/21 ST- I8Q5A1O5F7Z5 CCD WILL ROGERS ELEMENTARY	+ \$8.49 \$43,118.81	⋮
JUN 14 2024	GB Payouts GB Payouts 1800948598 24/06/14 ST- A6V4C4R9B9F3 CCD WILL ROGERS ELEMENTARY	+ \$2.68 \$43,110.32	⋮
JUN 13 2024	☰ Check (Fed) - 3913	- \$70.00 \$43,107.64	⋮
JUN 5 2024	☰ Check (Fed) - 3946	- \$375.00 \$43,177.64	⋮
JUN 3 2024	☰ Check (Fed) - 3950	- \$1,310.00 \$43,552.64	⋮
MAY 30 2024	☰ Check (Fed) - 3951	- \$30.00 \$44,862.64	⋮
MAY 24 2024	GB Payouts GB Payouts 1800948598 24/05/24 ST- Y0V6U0H2J0D3 CCD WILL ROGERS ELEMENTARY	+ \$1.02 \$44,892.64	⋮
MAY 24 2024	Checking Deposit	+ \$190.00 \$44,891.62	⋮
MAY 23 2024	☰ Check (On Us) - 3952	- \$464.00 \$44,701.62	⋮
MAY 23 2024	☰ Check (Fed) - 3949	- \$2,901.93 \$45,165.62	⋮
MAY 21 2024	☰ Check (Fed) - 3944	- \$279.72 \$48,067.55	⋮
MAY 21 2024	☰ Check (Fed) - 3942	- \$185.49 \$48,347.27	⋮
MAY 21 2024	☰ Check (Fed) - 3941	- \$870.00 \$48,532.76	⋮
MAY 17 2024	☰ Check (Fed) - 3948	- \$45.85 \$49,402.76	⋮

MAY 17 2024	GB Payouts GB Payouts 1800948598 24/05/17 ST- J9E4I5I9C3V6 CCD WILL ROGERS ELEMENTARY	+ \$9.45 \$49,448.61	⋮
MAY 16 2024	☒ Check (Fed) - 3947	- \$71.25 \$49,439.16	⋮
MAY 15 2024	☒ Check (Fed) - 3945	- \$853.95 \$49,510.41	⋮
MAY 13 2024	Checking Deposit	+ \$2,239.70 \$50,364.36	⋮
MAY 10 2024	PURCHASE WAL-MART STORES 9049999973 24/05/10 POP CK #3940 STIL OK - 3940	- \$680.57 \$48,124.66	⋮
MAY 7 2024	☒ Cash Withdrawal	- \$225.00 \$48,805.23	⋮
MAY 2 2024	☒ Check (Fed) - 3938	- \$750.00 \$49,030.23	⋮
MAY 2 2024	☒ Check (Fed) - 3937	- \$168.83 \$49,780.23	⋮
MAY 2 2024	☒ Check (Fed) - 3936	- \$600.00 \$49,949.06	⋮
MAY 1 2024	☒ Check (Fed) - 3939	- \$55.00 \$50,549.06	⋮
APR 29 2024	☒ Check (Fed) - 3915	- \$54.57 \$50,604.06	⋮
APR 29 2024	Checking Deposit	+ \$1,400.00 \$50,658.63	⋮
APR 29 2024	Checking Deposit	+ \$62.01 \$49,258.63	⋮
APR 19 2024	GB Payouts GB Payouts 1800948598 24/04/19 ST- Y3D7Q6I6X3I9 CCD WILL ROGERS ELEMENTARY	+ \$4.95 \$49,196.62	⋮
APR 18 2024	☒ Check (Fed) - 3912	- \$170.53 \$49,191.67	⋮

APR 18 2024	☞ Check (Fed) - 3910	- \$672.00 \$49,362.20	⋮
APR 18 2024	☞ Cash Withdrawal	- \$150.00 \$50,034.20	⋮
APR 18 2024	Checking Deposit	+ \$125.00 \$50,184.20	⋮
APR 16 2024	CHECK/ACC. DELUXE CHECK 24/04/16 1410216800 042000013073228 PPD	- \$53.50 \$50,059.20	⋮
APR 12 2024	GB Payouts GB Payouts 1800948598 24/04/12 ST- O3X8J6W8T4Q8 CCD WILL ROGERS ELEMENTARY	+ \$0.17 \$50,112.70	⋮
APR 11 2024	☞ Check (Fed) - 3909	- \$236.12 \$50,112.53	⋮
APR 10 2024	PURCHASE WAL-MART STORES 9049999973 24/04/10 POP CK #3908 STIL OK - 3908	- \$16.08 \$50,348.65	⋮
APR 10 2024	Checking Deposit	+ \$189.73 \$50,364.73	⋮
APR 8 2024	☞ Check (Fed) - 3906	- \$45.32 \$50,175.00	⋮
APR 5 2024	☞ Check (Fed) - 3907	- \$56.27 \$50,220.32	⋮
APR 5 2024	☞ Check (Fed) - 3905	- \$495.76 \$50,276.59	⋮
MAR 25 2024	Checking Deposit	+ \$495.00 \$50,772.35	⋮
MAR 25 2024	Checking Deposit	+ \$220.00 \$50,277.35	⋮
MAR 15 2024	☞ Check (Fed) - 3904	- \$2,460.00 \$50,057.35	⋮
MAR 15 2024	☞ Check (Fed) - 3903	- \$364.00 \$52,517.35	⋮

MAR 15 2024	GB Payouts GB Payouts 1800948598 24/03/15 ST-T2M0Y0E6O8M1 CCD WILL ROGERS ELEMENTARY	+ \$3.13 \$52,881.35	⋮
MAR 14 2024	☰ Cash Withdrawal	- \$190.00 \$52,878.22	⋮
MAR 12 2024	☰ Check (Fed) - 3902	- \$848.55 \$53,068.22	⋮
MAR 8 2024	GB Payouts GB Payouts 1800948598 24/03/08 ST-B5D7N5S5Q9U9 CCD WILL ROGERS ELEMENTARY	+ \$300.00 \$53,916.77	⋮
MAR 7 2024	Givebacks Givebacks 24/03/07 1800948598 ST-I8S7L5B4E5L6 WEB	- \$38.00 \$53,616.77	⋮
MAR 1 2024	GB Payouts GB Payouts 1800948598 24/03/01 ST-P5I6V0P8X4N8 CCD WILL ROGERS ELEMENTARY	+ \$340.00 \$53,654.77	⋮
MAR 1 2024	Checking Deposit	+ \$3,660.00 \$53,314.77	⋮
MAR 1 2024	Checking Deposit	+ \$195.00 \$49,654.77	⋮
FEB 28 2024	☰ Check (Fed) - 3901	- \$48.33 \$49,459.77	⋮
FEB 27 2024	☰ Check (Fed) - 3899	- \$189.00 \$49,508.10	⋮
FEB 23 2024	☰ Check (Fed) - 3900	- \$50.05 \$49,697.10	⋮
FEB 23 2024	☰ Cash Withdrawal	- \$225.00 \$49,747.15	⋮
FEB 23 2024	GB Payouts GB Payouts 1800948598 24/02/23 ST-Y1D8N9U8I6M9 CCD WILL ROGERS ELEMENTARY	+ \$520.00 \$49,972.15	⋮
FEB 23 2024	GB Payouts GB Payouts 1800948598 24/02/23 ST-I0Z2A8A9Y9K7 CCD WILL ROGERS ELEMENTARY	+ \$18.19 \$49,452.15	⋮
FEB 16 2024	GB Payouts GB Payouts 1800948598 24/02/16 ST-M1O7B7G2L3V1 CCD WILL ROGERS ELEMENTARY	+ \$325.00 \$49,433.96	⋮

FEB 16 2024	GB Payouts GB Payouts 1800948598 24/02/16 ST- N1H0X2H4Y1A2 CCD WILL ROGERS ELEMENTARY	+ \$0.42 \$49,108.96	⋮
FEB 12 2024	Checking Deposit	+ \$339.82 \$49,108.54	⋮
FEB 9 2024	GB Payouts GB Payouts 1800948598 24/02/09 ST- X5O2P0L4H5M9 CCD WILL ROGERS ELEMENTARY	+ \$80.00 \$48,768.72	⋮
FEB 2 2024	GB Payouts GB Payouts 1800948598 24/02/02 ST- C3L3A1V8J8A1 CCD WILL ROGERS ELEMENTARY	+ \$25.00 \$48,688.72	⋮
JAN 31 2024	Checking Deposit	+ \$263.55 \$48,663.72	⋮
JAN 30 2024	☞ Check (On Us) - 3898	- \$82.77 \$48,400.17	⋮
JAN 29 2024	Checking Deposit	+ \$460.70 \$48,482.94	⋮
JAN 26 2024	☞ Cash Withdrawal	- \$54.00 \$48,022.24	⋮
JAN 26 2024	GB Payouts GB Payouts 1800948598 24/01/26 ST- M9J3W8U0X3G7 CCD WILL ROGERS ELEMENTARY	+ \$60.00 \$48,076.24	⋮
JAN 24 2024	☞ Check (Fed) - 3882	- \$200.00 \$48,016.24	⋮
JAN 19 2024	☞ Check (Fed) - 3888	- \$30.00 \$48,216.24	⋮
JAN 19 2024	GB Payouts GB Payouts 1800948598 24/01/19 ST- D4F5S6F6V8E0 CCD WILL ROGERS ELEMENTARY	+ \$745.00 \$48,246.24	⋮
JAN 17 2024	☞ Check (On Us) - 3889	- \$581.33 \$47,501.24	⋮
JAN 12 2024	GB Payouts GB Payouts 1800948598 24/01/12 ST- I8Q6S1R3G8J5 CCD WILL ROGERS ELEMENTARY	+ \$60.00 \$48,082.57	⋮
JAN 5 2024	GB Payouts GB Payouts 1800948598 24/01/05 ST- V1S7L6L2C0L1 CCD WILL ROGERS ELEMENTARY	+ \$5.00 \$48,022.57	⋮

DEC 22 2023	☰ Check (Fed) - 3887	- \$91.96 \$48,017.57	⋮
DEC 20 2023	☰ Check (Fed) - 3886	- \$50.00 \$48,109.53	⋮
DEC 20 2023	PURCHASE WAL-MART STORES 9049999973 23/12/20 POP CK #3885 STIL OK - 3885	- \$260.00 \$48,159.53	⋮
DEC 19 2023	☰ Check (Fed) - 3884	- \$55.00 \$48,419.53	⋮
DEC 15 2023	PURCHASE WAL-MART STORES 9049999973 23/12/15 POP CK #3883 STIL OK - 3883	- \$13.96 \$48,474.53	⋮
DEC 8 2023	GB Payouts GB Payouts 1800948598 23/12/08 ST- M3R7D0A5C7P0 CCD WILL ROGERS ELEMENTARY	+ \$30.00 \$48,488.49	⋮
DEC 1 2023	GB Payouts GB Payouts 1800948598 23/12/01 ST- I1A5I5H0Q7B8 CCD WILL ROGERS ELEMENTARY	+ \$120.00 \$48,458.49	⋮
NOV 29 2023	☰ Check (Fed) - 3881	- \$3,323.00 \$48,338.49	⋮
NOV 29 2023	Checking Deposit	+ \$980.00 \$51,661.49	⋮
NOV 24 2023	GB Payouts GB Payouts 1800948598 23/11/24 ST- X1J0J4Z9F0V3 CCD WILL ROGERS ELEMENTARY	+ \$6.46 \$50,681.49	⋮
NOV 17 2023	GB Payouts GB Payouts 1800948598 23/11/17 ST- Z6G4O0Y6D9R1 CCD WILL ROGERS ELEMENTARY	+ \$65.00 \$50,675.03	⋮
NOV 16 2023	☰ Check (Fed) - 3878	- \$100.00 \$50,610.03	⋮
NOV 13 2023	☰ Check (Fed) - 3876	- \$300.00 \$50,710.03	⋮
NOV 13 2023	PURCHASE WAL-MART STORES 9049999973 23/11/13 POP CK #3877 STIL OK - 3877	- \$12.30 \$51,010.03	⋮
NOV 10 2023	☰ Check (On Us) - 3879	- \$100.00 \$51,022.33	⋮

NOV 10 2023	GB Payouts GB Payouts 1800948598 23/11/10 ST- J4W6A0H9I4K1 CCD WILL ROGERS ELEMENTARY	+ \$180.00 \$51,122.33	⋮
NOV 10 2023	Checking Deposit	+ \$3,566.09 \$50,942.33	⋮
NOV 6 2023	☒ Check (Fed) - 3875	- \$77.10 \$47,376.24	⋮
NOV 6 2023	Checking Deposit	+ \$4,655.00 \$47,453.34	⋮
NOV 6 2023	Checking Deposit	+ \$65.00 \$42,798.34	⋮
NOV 3 2023	☒ Cash Withdrawal	- \$225.00 \$42,733.34	⋮
NOV 3 2023	GB Payouts GB Payouts 1800948598 23/11/03 ST- I1P9O3J6U4B3 CCD WILL ROGERS ELEMENTARY	+ \$40.00 \$42,958.34	⋮
NOV 3 2023	GB Payouts GB Payouts 1800948598 23/11/03 ST- B1M3X0V5K0E5 CCD WILL ROGERS ELEMENTARY	+ \$14.59 \$42,918.34	⋮
OCT 30 2023	Checking Deposit	+ \$680.00 \$42,903.75	⋮

**Page totals:** Credits: [45] **\$22,756.15** | Debits: [55] - **\$21,954.08**

APPLICATION FOR SANCTIONING (Cont.)

Instructions for Completing Application:

1. Read policies CFBB and CFBB-P and complete this application: the cash flow statement for the prior school year, the cash flow statement estimate for the future school year and the independent audit review certification. If necessary, use additional sheets of paper.
2. Attach twelve (12) months of bank statements and a reconciliation to the unaudited cash flow statement (bank statement credits and debits should match the cash flow summary collections and expenditures respectively, and be reconciled to the ending balance).
3. Sign and date this application and have the school faculty sponsor review and sign (required).
4. Provide a copy of your organization's by-laws and/or constitution and a list of all officers.
5. Email or deliver the application and attachments to:

Chief Financial Officer  
 314 S. Lewis  
 Stillwater, OK 74074

6. Signing this form certifies that you agree to attend mandatory district training

Will Rogers PTA  
 Irene Upson - President  
 Organization Representative, Office Name and Position (printed)

Irene Upson  
 Signature

9-3-2024  
 Date

Dane Sallaska  
 School Faculty Sponsor / Athletic Coach Name (printed)

D. Sallaska  
 Signature

08/29/2024  
 Date

# **Officers for Will Rogers PTA 2024-2025 School Year**

Voted in 5-17-2024 to begin term on July 1,2024

## Officers:

President- Irene Upson

ireneaupson@gmail.com

Vice President- Madeline Foster

mfoster@stillwaterschools.com

Treasurer- Sharon Edwards

sharifay.edwards@gmail.com

Secretary- Emily Berry

emilydedens@gmail.com

# GUIDELINES/PROCEDURES

All Oklahoma PTA and PTSA units have Uniform Unit Bylaws. These bylaws **cannot** be changed by individual units.

## DEFINITION OF STANDING RULES

Standing rules are an extension of the bylaws. They define procedures and relate to details of the administration of your particular PTA Unit. Your local unit Standing Rules **cannot** conflict with the Uniform Unit Bylaws.

Standing Rules must be voted on and adopted by a majority vote of the general membership annually. Standing Rules may be amended or suspended by a two-thirds (2/3) vote.

**The amount charged for annual membership dues may be changed no more than once per membership year.**

**You are required to include the following information in your PTA Unit standing rules.**

1. Article V, Section 4:  
Specify the amount of annual membership dues to be paid by each member (this amount must include the National and State portions).
2. Article VI, Section 2:  
Specify any additional elected officers
3. Article VI, Section 3:  
Specify the month in which new officers will be elected into office during the general membership meeting.
4. Article VI, Section 4:  
Specify the date on which officers assume their duties: Example - July 1 end of fiscal year, or end of school year and how long their term will be. Term is the number of years an officer can hold an office. Uniform Bylaws allow for an officer to hold for two consecutive terms. Consider: if the term is 2 years that would possible allow for someone to hold the same office for 4 years
5. Article VII, Section 1b:  
List other duties of the President.
6. Article VII, Section 2c:  
List other duties of the Vice President. If you have more than one (1) Vice President, list the duties of each.
7. Article VII, Section 3f:  
List other duties of the Secretary.
8. Article VII, Section 4d:  
Specify the other officer whose signature must be on file for the purpose of writing checks. example President and one other officer
9. Article VII, Section 4d:  
List other duties of the Treasurer.
10. Article VIII, Section 3:  
List other members of the Board of Directors. Examples would be: Teacher Liaison, Parent Resource Officers, etc
11. Article VIII, Section 6b:  
Specify the number of days in advance that is required to conduct a specially called Board of Directors meeting.
12. Article VIII, Section 7: Specify the size of quorum for the Board of Directors meetings.  
A quorum is the number of Board of Directors that can be expected to attend regular meetings of the PTA. Once this number has been stated in the standing rules, there must be that many members present at a meeting for any business requiring a vote. Before voting begins, the President must be assured a quorum is present.
13. Article IX, Section 2:  
List the standing committees. including information about duties

14. Article IX, Section 3:  
Specify the term of office for standing committee chairs.  
Term is the number of years a chair can hold the same position.
15. Article X, Section 1:  
Specify the months and number of general membership meetings. Example 3 (three) is advised, 1 for budget approval at beginning of school, 1 for election of nominating committee, 1 election of officers
16. Article X, Section 2:  
Specify the number of days in advance that the general membership must be notified of a specially called membership meeting.
17. Article X, Section 4:  
Specify the size of quorum that must be present to transact business. A quorum is the number of members that can be expected to attend regular meetings of the PTA. Once this number has been stated in the standing rules, there must be that many members present at a meeting for any business requiring a vote. Before voting begins, the President must be assured a quorum is present.
18. Article XI, Section 2:  
Specify how delegates and their alternates are selected if your unit belongs to a council. Example: Elected or Appointed
19. Article XII, Section 2:  
Specify the process for selecting delegates and alternates for attendance at the State PTA Convention.  
Example: vote of Board of Directors, or incoming officers, or all board members as funds allow – if funds don't allow all officers, vote will be taken, etc



## STANDING RULES FOR Will Rogers Elementary PTA

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1. Article V, Section 4:

Annual membership dues to be paid by each member (this amount must include the National and State portions) will be \_\_\_\_\_\$6.00\_\_\_\_\_

2. Article VI, Section 2:

Additional elected officers of this PTA will be: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Article VI, Section 3:

New officers will be elected into office during the general membership meeting in \_\_May 2025\_\_

4. Article VI, Section 4:

New officers assume their duties on \_\_\_\_\_July 1, 2025\_\_\_\_\_their term will be for \_\_2\_\_ year(s).

5. Article VII, Section 1b:

Other duties of the President are \_\_lead the PTA towards specific goals chosen by the members; helps sets the vision for the PTA; appoints committee and event chairs; works closely with the Principal; creates agendas for and presides at Executive Board and General meetings; works with the treasurer and executive board on developing and implementing budget; trouble-shoots in all areas of PTA/school involvement

6. Article VII, Section 2c:

Other duties of the Vice President are: \_\_partner with the President in fulfilling duties; performs duties of the President in his/her absence; oversees events and activities by working closely with chairman and/or event overseer;

If there are more than one (1) Vice President, list the duties of each.

Additional Vice Presidents and their duties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Article VII, Section 3f:

Other duties of the Secretary are \_\_keep and prepare minutes of all meetings; share meeting minutes via email to members; set meetings into the calendar with reminders\_\_\_\_\_

# STANDING RULES FOR Will Rogers Elementary PTA

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8. Article VII, Section 4d:

The Treasurer- Sharon Edwards and Irene Upson will be the check signers and their signatures must be on file with the bank for the purpose of writing checks.

9. Article VII, Section 4i:

Other duties of the Treasurer are keep financial books in order, receives all payment vouchers and writes all checks for payment of bills; receives all cash and other income and makes bank deposits; chairs the budget committee; remits PTA membership dues and other fees to the PTA council; makes a monthly financial report; keeps the membership informed of all items relating to the PTA finances; works closely with the President and other event chairs; prepares books for semi-annual audit

10. Article VIII, Section 3:

Other members of the Board of Directors are Reflection Chair- Heather Alred

11. Article VIII, Section 6b:

The Board of Directors will be given 2 days notice of a specially called board meeting.

12. Article VIII, Section 7:

A Board of Directors meeting requires 4 members to be present to establish a quorum to transact business.

13. Article IX, Section 2:

The standing committees and duties for this PTA are:

<p>Game Day Parking- attend all parking events; provide consistency in events; prep &amp; take down what's needed</p>	<p>Book Fair- work closely with the librarian to assist with fairs; organize volunteers; prep &amp; take down what's needed</p>	

14. Article IX, Section 3:

Standing committee chairs term of office will be 1 year(s)

# STANDING RULES FOR Will Rogers Elementary PTA

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15. Article X, Section 1:

This unit will hold 10 General Membership meetings per year, they will be held during the months of:  
August, September, October, November, December, January, February, March, April, May

16. Article X, Section 2:

The general membership will be given 7 days notice of a specially called general membership meeting.

17. Article X, Section 4:

A general membership meeting requires 5 members to be present to establish a quorum to transact business.

18. Article XI, Section 2:

Council delegates and their alternates are selected by \_\_\_\_\_  
(if your unit belongs to a council)

19. Article XII, Section 2:

The PTA delegates and alternates representing this PTA at the State PTA Convention will be:

\_\_\_\_\_  
selected by \_\_\_\_\_  
\_\_\_\_\_