

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: Megan Sawyer-Johnson

Name of Activity Fund: Classroom Supply Account No: 801

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 the activity fund balance if it exceeds \$1000 and 30% of projected revenue:

PACKET CONTENTS:

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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: Skyline Elementary

ACCOUNT NAME: 801 Classroom Supply

PURPOSE

This account is used to purchase supplies for students and teachers and classroom enhancements for student use.

SOURCE(S) OF INCOME

Student supply fees, donations/contributions, field trip collections, grants/scholarships, class supplies, fees/fines/dues, lost/damaged book fee, PALS profit, redeposit of cash-box/start up cash, registration costs, reimbursements/refunds/rebates, student payments.

PLANNED EXPENSES

student/teacher supply expenses, achievement awards, books, cash-box start up cash, fees/dues, field trip expenses, registrations, reimbursements/refunds, subscriptions, classroom related supplies/materials, technology expenses and tutoring. All approved BOE expenditures.

SPONSOR NAME

Megan Sawyer-Johnson

SIGNATURE

Megan Sawyer-Johnson

PRINCIPAL/DIRECTOR

Natalie Fluty

SIGNATURE

Natalie Fluty

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature]

DATE: 5/23/25

ACCOUNT NUMBER: 801

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025-2026 Sponsor Name: MeganSawyer-Johnson

Name of Activity Fund: Classroom Supply Account No.: 801

| | NEXT YEAR EST. | ACTUALS* |
|---|---------------------|----------|
| 1. ESTIMATED BEGINNING CASH BALANCE, JULY 1 | \$ <u>13,300.00</u> | \$ _____ |
| 2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS: | | |
| Allocation from district | \$ <u>8,000.00</u> | |
| supply deposit | \$ <u>6,000.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Revenues: | \$ <u>14,000.00</u> | \$ _____ |
| 3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2) | \$ <u>27,300.00</u> | \$ _____ |
| 4. EXPENDITURES AND ESTIMATED AMOUNTS: | | |
| Classroom supplies | \$ <u>12,000.00</u> | |
| Field trip expenses | \$ <u>400.00</u> | |
| co-curricular subscriptions | \$ <u>200.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Expenditures: | \$ <u>12,600.00</u> | \$ _____ |
| | <u>14,700.00</u> | |
| 5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3) | \$ _____ | \$ _____ |

* Leave this column blank until actuals are determined at the end of the school year/fiscal year.

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Classroom Supply Account No: 801

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

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START _____ END _____

AMOUNT OF MONEY TO BE RAISED:

EST. INC. _____ - EST. EXP. _____ = EST. PROFIT _____

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

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: Megan Sawyer-Johnson

Name of Activity Fund: Library Account No: 803

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 the activity fund balance if it 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: Skyline

ACCOUNT NAME: Library

PURPOSE

This account is used for cash box for book fairs, subscriptions, purchase of books and supplies.

SOURCE(S) OF INCOME

Library type income: advertising sales, awards/prizes, book fair sales, contest fees, contributions/donations, fees/fines/dues, BOE approved fundraisers, grants/scholarships, lost/damaged book fees, merchandise sales, redeposit of cash box start up, registrations, reimbursements/refunds/rebates, rental fees, student payments, ticket sales

PLANNED EXPENSES

library type expenses: awards, advertising, books, cash box start up cash, competition expenses, custodial expenses, equipment/furnitures, fees/dues, fundraising expenses, meeting supplies and refreshments, newspapers, registrations, reimbursements/refunds, rental fees, subscriptions, supplies/materials and technology expenses. All approved BOE expenditures.

SPONSOR NAME

Megan Sawyer-Johnson

SIGNATURE

Megan Sawyer-Johnson

PRINCIPAL/DIRECTOR

Natalie Fluty

SIGNATURE

Natalie Fluty

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature]

DATE: 5/23/25

ACCOUNT NUMBER: 803

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Library Account No.: 803

| | NEXT YEAR EST. | ACTUALS* |
|---|--------------------|----------|
| 1. ESTIMATED BEGINNING CASH BALANCE, JULY 1 | \$ <u>977.47</u> | \$ _____ |
| 2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS: | | |
| <u>Donations</u> | \$ <u>1,000.00</u> | |
| <u>dues/fees/fines</u> | \$ <u>250.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Revenues: | \$ _____ | \$ _____ |
| 3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2) | \$ <u>2,227.47</u> | \$ _____ |
| 4. EXPENDITURES AND ESTIMATED AMOUNTS: | | |
| <u>Books/Supplies</u> | \$ <u>2,000.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Expenditures: | \$ <u>2,000.00</u> | \$ _____ |
| 5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3) | \$ <u>227.47</u> | \$ _____ |

* Leave this column blank until actuals are determined at the end of the school year/fiscal year.

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026

Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Library

Account No: 803

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

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START _____ END _____

AMOUNT OF MONEY TO BE RAISED:

EST. INC. _____ - EST. EXP. _____ = EST. PROFIT _____

SPONSOR SIGNATURE _____

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Natalie Stutz

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: Megan Sawyer-Johnson

Name of Activity Fund: Special Events Account No: 807

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 the activity fund balance if it 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: Skyline Elementary

ACCOUNT NAME: 807 Special Events

PURPOSE

The purpose of this account will be used for anything; recycling fees, school events, staff training, staff celebration, district celebrations, staff snacks, staff prizes, office supplies, staff appreciation, etc

SOURCE(S) OF INCOME

All listed BOE revenue sources for the 25-26 school year.

PLANNED EXPENSES

approved expenditures for the 25-26 school year: general supplies, office supplies, rewards, birthday snacks, snacks, staff luncheons,

SPONSOR NAME

Megan Sawyer-Johnson

SIGNATURE

Megan Sawyer-Johnson

PRINCIPAL/DIRECTOR

Natalie Fluty

SIGNATURE

Natalie Fluty

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: *Kenneth Bona* DATE: *5/23/25*

ACCOUNT NUMBER: *807*

BOARD OF EDUCATION APPROVAL DATE: _____

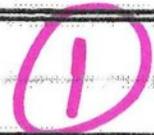
ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Special Events Account No: 807

| | NEXT YEAR EST. | ACTUALS* |
|---|---------------------|----------|
| 1. ESTIMATED BEGINNING CASH BALANCE, JULY 1 | \$ <u>4,700.00</u> | \$ _____ |
| 2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS: | | |
| Picture commissions | \$ <u>750.00</u> | |
| donations | \$ <u>500.00</u> | |
| Coca Cola commissions | \$ <u>200.00</u> | |
| PALS | \$ <u>5,000.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Revenues: | \$ _____ | \$ _____ |
| 3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2) | \$ <u>11,150.00</u> | \$ _____ |
| 4. EXPENDITURES AND ESTIMATED AMOUNTS: | | |
| Staff appreciation gifts | \$ <u>-4,000.00</u> | |
| office supplies | \$ <u>-2,000.00</u> | |
| Staff appreciation Luncheons | \$ <u>-2000.00</u> | |
| Birthday and awards | \$ <u>-500.00</u> | |
| Teacher awards | \$ <u>-1000.00</u> | |
| _____ | \$ _____ | |
| Total Expenditures: | \$ <u>-7,500.00</u> | \$ _____ |
| 5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3) | \$ <u>3,650.00</u> | \$ _____ |

* Leave this column blank until actuals are determined at the end of the school year/fiscal year.



FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Special Events Account No: 807

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

School shirts for staff, students + families sold online + on site.

PURPOSE OF RAISING FUNDS:

Special event expenses

FUNDRAISER DATES: START 7.31.25 END 9.1.25

AMOUNT OF MONEY TO BE RAISED:

EST. INC. \$7500.00 - EST. EXP. \$5000.00 = EST. PROFIT \$2500.00

Megan Sawyer-Johnson SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Natalie Slutsky 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: Megan Sawyer-Johnson

Name of Activity Fund: Special Events

Account No: 807

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

School shirts for staff, students + families to be sold online + on site.

PURPOSE OF RAISING FUNDS:

Special events expenses

FUNDRAISER DATES: START 10.14.25

END 12.19.25

AMOUNT OF MONEY TO BE RAISED:

EST. INC. \$7500.00 - EST. EXP. \$5000.00 = EST. PROFIT \$2500.00

Megan Sawyer-Johnson
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION
(applicable only if athletic fundraiser)

Natalie Slutsy
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

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FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026

Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Special Events

Account No: 807

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

School shirts for staff, students + families to be sold online + on site.

PURPOSE OF RAISING FUNDS:

Special events expenses.

FUNDRAISER DATES: START 3.23.26

END 4.24.25

AMOUNT OF MONEY TO BE RAISED:

EST. INC. \$4,500.00 - EST. EXP. \$2,000.00 = EST. PROFIT \$2,500.00

Megan Sawyer-Johnson
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION
(applicable only if athletic fundraiser)

Natalie Huty
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: Megan Sawyer-Johnson

Name of Activity Fund: SPEF Grants

Account No: 839

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 the activity fund balance if it 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: _____

SITE: Skylines

ACCOUNT NAME: 839 SPEF Grants

PURPOSE

Purchasing student/classroom supplies

SOURCE(S) OF INCOME

Grants and deposits

PLANNED EXPENSES

Items purchased with grants

SPONSOR NAME

Megan Sawyer-Johnson

SIGNATURE

Megan Sawyer-Johnson

PRINCIPAL/DIRECTOR

Natalie Fluty

SIGNATURE

Natalie Fluty

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Karl B...

DATE: 5/23/25

ACCOUNT NUMBER: 839

BOARD OF EDUCATION APPROVAL DATE: _____

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnsen

Name of Activity Fund: SPEF Grants Account No: 839

| | NEXT YEAR EST. | ACTUALS* |
|---|---------------------|----------|
| 1. ESTIMATED BEGINNING CASH BALANCE, JULY 1 | \$ <u>4,900.00</u> | \$ _____ |
| 2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS: | | |
| <u>SPEF Grant Deposits</u> | \$ <u>5,000.00</u> | |
| <u>Finance Deposits</u> | \$ <u>5,600.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Revenues: | \$ _____ | \$ _____ |
| 3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2) | \$ <u>15,500.00</u> | \$ _____ |
| 4. EXPENDITURES AND ESTIMATED AMOUNTS: | | |
| <u>Specific Items allowed for purchase by grant terms</u> | \$ <u>15,500.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Expenditures: | \$ _____ | \$ _____ |
| 5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3) | \$ <u>0</u> | \$ _____ |

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: SPEF Grants Account No: 839

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

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START _____ END _____

AMOUNT OF MONEY TO BE RAISED:

EST. INC. _____ - EST. EXP. _____ = EST. PROFIT _____

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

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: Megan Sawyer-Johnon

Name of Activity Fund: Teacher Grants

Account No: 851

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 the activity fund balance if it exceeds \$1000 and 30% of projected revenue:

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ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: _____

SITE: Skylin

ACCOUNT NAME: Teacher Grants 851

PURPOSE

Purchasing items for the classroom and students

SOURCE(S) OF INCOME

Grants

PLANNED EXPENSES

Items purchased with grants

SPONSOR NAME

Megan Sawyer-Johnson

SIGNATURE



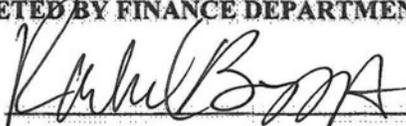
PRINCIPAL/DIRECTOR

Natalie Fluty

SIGNATURE



TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: 

DATE: 5/23/25

ACCOUNT NUMBER: 851

BOARD OF EDUCATION APPROVAL DATE: _____

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Teacher Grants Account No: 851

| | NEXT YEAR EST. | ACTUALS* |
|---|--------------------|----------|
| 1. ESTIMATED BEGINNING CASH BALANCE, JULY 1 | \$ <u>1,000.00</u> | \$ _____ |
| 2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS: | | |
| <u>Misc Grant</u> | \$ <u>1,000.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Revenues: | \$ _____ | \$ _____ |
| 3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2) | \$ _____ | \$ _____ |
| 4. EXPENDITURES AND ESTIMATED AMOUNTS: | | |
| <u>Specific Supplies outlined by grants</u> | <u>1,000.00</u> | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| _____ | \$ _____ | |
| Total Expenditures: | \$ _____ | \$ _____ |
| 5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3) | \$ <u>0</u> | \$ _____ |

FUNDRAISER REQUEST

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

Reporting School Year: 2025-2026 Sponsor Name: Megan Sawyer-Johnson

Name of Activity Fund: Teacher Grants Account No: 851

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

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START END

AMOUNT OF MONEY TO BE RAISED:

EST. INC. - EST. EXP. = EST. PROFIT

Megan Sawyer-Johnson

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Natalie Juty

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