

KENYON-WANAMINGO SCHOOLS

Activity Fundraiser Request Form

- As described in School Board Policy 511, the district intends to meet the basic needs of all programs through its annual budgeting process. Fundraising may be approved by the board to enhance a program. The school board recognizes a desire and a need by some school sponsored student organizations for fundraising. The school board also recognizes the need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students and the general public.
- All school sponsored fundraising activities must be approved in advance by the superintendent or his/her designee. Participation in non-approved activities shall be considered a violation of school district policy and will be addressed through progressive disciplinary action.
- The board will review fundraiser requests at regular meetings in May, October, and March only.
- All requests must also align with guidelines of district policies 533-Wellness, 610-Field Trips, and 902-Facilities Use.

Name of School Sponsored Activity/Group: FFA Plant Sale

Advisor in Charge: _____

Start Date of Activity: 3/1/2027 End Date of Activity: May 31, 2027

Type of Activity/Fundraiser: plant sale

Identify the vendor/company involved: purchase seeds via johnny seeds

Is signing a contract/agreement involved? Yes No Is contract/agreement attached? Yes No
(The superintendent is the only district employee with the authority to contract with another entity.)

Price of Admission/Fundraiser Item: cost of seeds in bulk + soil from ACE

Proceeds to be used for: FFA Activity Fund - FFA trips + expenses

Time-Does it involve school time? Yes NO If "YES" How much? small amount of class time

Comments: is used for planting + caring for plants, students use free time or after school for these duties

Advisor Name (Printed) _____ Student Officer Name:(Printed) _____

Advisor Signature: _____ Date: _____

Student Officer Signature: _____ Date: _____

Supervisor initial next to title.

Approved Denied M.R. Principal/Administrator Date 5-13-26

Accounting Procedures in Place DS Business Manager Date 5-13-26

Approved Denied PH Superintendent Date 5/13/26

Approved Denied _____ School Board Date _____