

**HIGH SCHOOL**

**ACTIVITY FUND  
PACKETS**

**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: 2024-2025 Sponsor Name: Michael Porter

Name of Activity Fund: Math Club (formerly Mu Alpha Theta) Account No: 926

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

*\*Requesting that the name be changed as SHS no longer has a Mu Alpha Theta chapter and the Math dept would like to use the funds for all Math students.*

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	<i>all</i>
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	<i>all</i>
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	N/A
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	<i>all</i>

*\*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: 2024-2025 SITE: High School

ACCOUNT NAME: 926 Math Club (formerly Mu Alpha Theta)

PURPOSE

To promote the enjoyment of mathematics through academic and social events for students of SHS.

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

Michael Porter

SIGNATURE

[Handwritten Signature]

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

[Handwritten Signature]

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten Signature] DATE: 8/29/24

ACCOUNT NUMBER: 926 - MATH CLUB

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2024-2025 Sponsor Name: Michael Porter

Name of Activity Fund: Math Club (formerly Mu Alpha Theta) Account No: 926

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>1,125.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>0.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>1,125.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Meeting expenses	\$ <u>-200.00</u>	
Math related games and supplies	\$ <u>-200.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-400.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>725.00</u>	\$ _____

HS-926

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2023-2024      Sponsor Name: Dustin Bunch

Name of Activity Fund: Mu Alpha Theta      Account No: 926

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ 1,107.48	\$ 1,107.48
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Calculator Sales	\$ 1,000.00	
Item Sales	\$ 500.00	
Dues	\$ 250.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ 1,750.00	\$ 18. —
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 2,857.48	\$ 1,125.48
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Mu Alpha Theta Dues	\$ -275.00	
Senior Gifts	\$ -250.00	
Meeting expenses	\$ -500.00	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ -1,025.00	\$ —
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ 1,832.48	\$ 1,125.48

HS-938

Academic

<b>STILLWATER BOARD OF EDUCATION</b>	<b>CFB-E1</b>
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**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

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

Reporting School Year: 2024-2025      Sponsor Name: Sarah Eck

Name of Activity Fund: Science Club      Account No: 938

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

**PACKET CONTENTS:**

FORM	FOUND ON PAGE	INITIAL IF COMPLETE
APPROVAL OF ACCOUNT FORM	PAGE 2	aue
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	aue
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	N/A
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ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2024-2025 SITE: High School

ACCOUNT NAME: 938 Science Club

PURPOSE

To promote science through academic and social events for SHS students.

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

Sarah Eck

SIGNATURE

[Handwritten signature of Sarah Eck]

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

[Handwritten signature of Walter R. Howell, IV]

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten signature] DATE: 8/29/24

ACCOUNT NUMBER: 938 - SCIENCE CLUB

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2024-2025 Sponsor Name: Sarah Eck

Name of Activity Fund: Science Club Account No: 938

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>232.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Dues	\$ <u>200.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>200.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>432.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Supplies for silent auction baskets	\$ <u>-150.00</u>	
Meeting Expenses	\$ <u>-150.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-300.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>132.00</u>	\$ _____

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2023-2024 Sponsor Name: Traci Richardson

Name of Activity Fund: Science Club Account No: 938

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ 232.00	\$ 232.00
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Dues	\$ 200.00	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Revenues:	\$ 200.00	\$ 0
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 432.00	\$ 232.00
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Supplies for silent auction baskets	\$ -150.00	
Snacks and drinks for meetings	\$ -150.00	
	\$	
	\$	
	\$	
	\$	
Total Expenditures:	\$ -300.00	\$ 0
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ 132.00	\$ 232.00

Inactive for FY 23-24