

ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE

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

Reporting School Year: 2026-2027 Sponsor Name: Shannon Peters

Name of Activity Fund: Sophomore Class Account No: 960

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:

Funds are collected during the first year at high school to fund projects during the student's junior year.

PACKET CONTENTS:

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

**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: 2026-2027 SITE: High School

ACCOUNT NAME: 960 Sophomore Class

PURPOSE

To support the purchase of supplies based on the decision of the sophomore class. Incoming funds from enrollment and events are raised to move up with them to fund events during their junior year (i.e. Prom).

SOURCE(S) OF INCOME

Fees/Dues, Donations

PLANNED EXPENSES

Supplies, Refreshments

SPONSOR NAME

Shannon Peters

SIGNATURE

Shannon Peters

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

Walter R. Howell

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature] DATE: 5/6/26

ACCOUNT NUMBER: 960

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: Shannon Peters

Name of Activity Fund: Sophomore Class Account No: 960

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>0.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Student Enrollment fee	\$ <u>2,000.00</u>	
Donations	\$ <u>100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>2,100.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>2,100.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Supplies	\$ <u>-500.00</u>	
Refreshments	\$ <u>-100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-600.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>1,500.00</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Shannon Peters

Name of Activity Fund: Sophomore Class Account No: 960

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

None at this time.

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START END

ACCOUNT OF MONEY TO BE RAISED:

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

Shannon Peters 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

Shannon Peters 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: 2026-2027 Sponsor Name: K. Janloo & K. Morton

Name of Activity Fund: Junior Class Account No: 961

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:

The ending balance exceeds the above amount due to prom ticket sales/prom occurring after the deadline for purchase orders was allowed making this money completely unavailable for our event. The money will follow the students into their senior year.

PACKET CONTENTS:

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

**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: 2026-2027 SITE: High School

ACCOUNT NAME: 961 Junior Class

PURPOSE

To host Prom 2027.

SOURCE(S) OF INCOME

Dues/Fees, Prom Tickets, Donations

PLANNED EXPENSES

Prom Costs, Refreshments, Supplies, Staff Food

SPONSOR NAME

K. Janloo & K. Morton

SIGNATURE

[Handwritten Signature]

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

[Handwritten Signature]

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten Signature] DATE: 5/6/26

ACCOUNT NUMBER: 961

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: K. Janloo & K. Morton

Name of Activity Fund: Junior Class Account No: 961

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>11000.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Dues/Fees	\$ <u>1,200.00</u>	
Prom Tickets	\$ <u>13,000.00</u>	
Donations	\$ <u>100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>14300.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>25300.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Prom Costs	\$ <u>-8,500.00</u>	
Refreshments	\$ <u>-250.00</u>	
Supplies	\$ <u>-250.00</u>	
Staff Food	\$ <u>1690.00</u>	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-9,000.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>16300.00</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: K. Janloo & K. Morton

Name of Activity Fund: Junior Class Account No: 961

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

None at this time.

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. _____ - 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: 2026-2027 Sponsor Name: Hope Shepard

Name of Activity Fund: Senior Class Account No: 962

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	<i>WS</i>
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	<i>WS</i>
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	N/A
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	<i>—</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: 2026-2027 SITE: High School

ACCOUNT NAME: 962 Senior Class

PURPOSE

Fund all senior-specific events and graduation costs (flowers, programs, medals, VIP room, wristbands, incidentals).

SOURCE(S) OF INCOME

Dues/Fees

PLANNED EXPENSES

Graduation Expenses, Refreshments, Donations, Senior Events

SPONSOR NAME

Hope Shepard

SIGNATURE

Handwritten signature of Hope Shepard

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: 5/6/20

ACCOUNT NUMBER: 962

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: Hope Shepard

Name of Activity Fund: Senior Class Account No: 962

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>7,500.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Dues/Fees	\$ <u>9,000.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>9,000.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>16,500.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Donations	\$ <u>-3,140.00</u>	
Senior Events	\$ <u>-2,750.00</u>	
Graduation Costs	\$ <u>-2,500.00</u>	
Refreshments	\$ <u>-2,000.00</u>	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-10,390.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>6,110.00</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Hope Shepard

Name of Activity Fund: Senior Class Account No: 962

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

None at this time.

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START _____ END _____

ACCOUNT OF MONEY TO BE RAISED:

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

SPONSOR SIGNATURE

PRINCIPAL AUTHORIZATION



ATHLETIC DIRECTOR AUTHORIZATION
(applicable only if athletic fundraiser)

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: 2026-2027 Sponsor Name: Keaton Erskine

Name of Activity Fund: ESports Club Account No: 964

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	KE
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	KE
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	KE
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	KE

**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: 2026-2027 SITE: High School

ACCOUNT NAME: 964 ESports Club

PURPOSE

The purpose of Esports Activity Fund is to provide dedicating financial support for the school's Esports Program. This fund will be used to cover the essential costs associated with maintaining a competitive Esports team.

SOURCE(S) OF INCOME

Dues/Fees, Donations

PLANNED EXPENSES

Dues/Fees/Registrations, Refreshments, Celebrations/Awards, Building Rental, Travel Expenses, Supplies

SPONSOR NAME

Keaton Erskine

SIGNATURE

[Handwritten signature]

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

[Handwritten signature: Walter R. Howell]

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Handwritten signature] DATE: 5/6/26

ACCOUNT NUMBER: 964

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: Keaton Erskine

Name of Activity Fund: ESports Club Account No: 964

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>723.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Dues/Fees	\$ <u>400.00</u>	
Donations	\$ <u>400.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>800</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>1523</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Dues/Fees/Registrations	\$ <u>-100.00</u>	
Refreshments, Celebrations/Awards	\$ <u>-50.00</u>	
Supplies	\$ <u>-100.00</u>	
Arena Rental	\$ <u>-350.00</u>	
Travel Expenses	\$ <u>-200.00</u>	
_____	\$ _____	
Total Expenditures:	\$ <u>-800</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>723</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Keaton Erskine

Name of Activity Fund: ESports Club Account No: 964

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

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START _____ END _____

ACCOUNT OF MONEY TO BE RAISED:

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

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: 2026-2027 Sponsor Name: Kristy Self

Name of Activity Fund: Gender and Sexuality Alliance (GSA) Account No: 965

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	WS
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	WS
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	WS
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: 2026-2027 SITE: High School

ACCOUNT NAME: 965 Gender and Sexuality Alliance (GSA)

PURPOSE

To cover the cost of the senior party and gifts, in addition to field trips, supplies and refreshments for club meetings. registration fees, purchase club shirts, booth fees

SOURCE(S) OF INCOME

Academic Type Income: Advertising Sales, 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

Awards, advertising, camp expenses, cash-box start up. 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

Kristy Self

SIGNATURE

[Handwritten signature of Kristy Self]

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: 5/6/20

ACCOUNT NUMBER: 965

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: Kristy Self

Name of Activity Fund: Gender and Sexuality Alliance (GSA) Account No: 965

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>157.99</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Donations	\$ <u>50.00</u>	
Student dues	\$ <u>50.00</u>	
selling apparel/materials	\$ <u>75.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>175.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>332.99</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Supplies	\$ <u>-50.00</u>	
Celebrations/Refreshments	\$ <u>-75.00</u>	
Travel Expenses	\$ <u>-100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-225.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>107.99</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Kristy Self

Name of Activity Fund: Gender and Sexuality Alliance (GSA) Account No: 965

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

Selling apparel, stickers, bracelets

PURPOSE OF RAISING FUNDS:

Cover senior party, field trip expenses, supplies, and food for meetings

FUNDRAISER DATES: START 08/01/2026 END 05/20/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 75.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 75.00

Sponsor signature: Kristy Self

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal signature: Walter R. Howell

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

High School

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: 2026-2027 Sponsor Name: TBD

Name of Activity Fund: Freshman Class Account No: TBD

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:

New account - will need account number after approval.

PACKET CONTENTS:

Table with 3 columns: FORM, FOUND ON PAGE, INITIAL IF COMPLETE. Rows include APPROVAL OF ACCOUNT FORM, ACTIVITY FUND SUBACCOUNT BUDGET, ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4), and REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*.

*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: 2026-2027 SITE: High School

ACCOUNT NAME: TBD Freshman Class

PURPOSE

To support the purchase of supplies based on the decision of the freshman class. Incoming funds from enrollment and events are raised to move up with them to fund events during their junior year (i.e. Prom).

SOURCE(S) OF INCOME

Fees/Dues, Donations

PLANNED EXPENSES

Supplies, Refreshments

SPONSOR NAME

TBD

SIGNATURE

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

Walter R. Howell, IV

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature] DATE: 5/16/20

ACCOUNT NUMBER: TBD

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: TBD

Name of Activity Fund: Freshman Class Account No: TBD

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>0.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Student Enrollment Fee	\$ <u>2,000.00</u>	
Donations	\$ <u>100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>2,100.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>2,100.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Supplies	\$ <u>-500.00</u>	
Refreshments	\$ <u>-100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-600.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>1,500.00</u>	\$ _____