

**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: Matt Nance

Name of Activity Fund: Academic Team Account No: 901

**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 - Almost all money will be spent on Nationals Competition in May.  
 \*Next year's estimate is based on this.

**PACKET CONTENTS:**

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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.*

RECEIVED APR 30 2026

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2026-2027 SITE: High School

ACCOUNT NAME: 901 Academic Team

PURPOSE

To pay for registration at numerous NAQT tournaments throughout the year, to repair or replace our buzzer systems if needed, to pay for awards and snacks at a fundraising tournament in the spring and, hopefully, to help pay for airfare and hotel rooms at the National Tournament in Atlanta.

SOURCE(S) OF INCOME

Fundraisers, Donations, Fees

PLANNED EXPENSES

Fees, Equipment and Repairs, Fundraiser Expenses

SPONSOR NAME

Matt Nance

SIGNATURE

[Handwritten signature of Matt Nance]

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: 5/6/26

ACCOUNT NUMBER: 901

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2026-2027 Sponsor Name: Matt Nance

Name of Activity Fund: Academic Team Account No: 901

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>250.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Fundraisers	\$ <u>1,600.00</u>	
Donations	\$ <u>150.00</u>	
Fees	\$ <u>100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>1,850.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>2,100.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Fees	\$ <u>-1,000.00</u>	
Equipment and Repairs	\$ <u>-300.00</u>	
Fundraiser Expenses	\$ <u>-300.00</u>	
Travel Expenses	\$ <u>-400.00</u>	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-2,000.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>100.00</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Matt Nance

Name of Activity Fund: Academic Team Account No: 901

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

Snack sales in Mr. Nance's classroom during the school day, while adhering to BOE policy CFB-R4.

PURPOSE OF RAISING FUNDS:

To cover tournament registration fees and defer the cost of attending Nationals as much as possible.

FUNDRAISER DATES: START 08/13/2026 END 05/19/2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 1,600.00 - EST. EXP. -\$ 300.00 = EST. PROFIT \$ 1,300.00

SPONSOR SIGNATURE

Walter R. Howell 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. (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: 2026-2027 Sponsor Name: Kat Stepp, Coach Davis

Name of Activity Fund: Afro Am Club Account No: 903

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

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RECEIVED APR 30 2026

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2026-2027 SITE: High School

ACCOUNT NAME: 903 Afro Am Club

PURPOSE

To help students of all races celebrate, embrace, and expand their knowledge of African American history and culture.

SOURCE(S) OF INCOME

Fundraising, Donations

PLANNED EXPENSES

Supplies, Trip Expenses, Fundraising Expenses

SPONSOR NAME

Kat Stepp, Coach Davis

SIGNATURE

Kathleen Stepp

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

Walter R. Howell IV

TO BE COMPLETED BY FINANCE DEPARTMENT

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

ACCOUNT NUMBER: 903

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2026-2027 Sponsor Name: Kat Stepp, Coach Davis

Name of Activity Fund: Afro Am Club Account No: 903

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>478</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Dues/Fees _____	\$ <u>200.00</u>	
Donations _____	\$ <u>200.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>400</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>878</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Supplies _____	\$ <u>-200.0</u>	
Trip Expenses _____	\$ <u>-200.00</u>	
Refreshments _____	\$ <u>-200.0</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-600</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>278</u>	\$ _____

**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: Art Club Account No: 904

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

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RECEIVED APR 30 2026

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2026-2027 SITE: High School

ACCOUNT NAME: 904 Art Club

PURPOSE

Collect donations to be used to buy art supplies to use during club events and meetings.

SOURCE(S) OF INCOME

Donations

PLANNED EXPENSES

Supplies, Refreshments

SPONSOR NAME

Shannon Peters

SIGNATURE

Shannon Peters

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

Walter R. Howell IV

TO BE COMPLETED BY FINANCE DEPARTMENT

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

ACCOUNT NUMBER: 904

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

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

Name of Activity Fund: Art Club Account No: 904

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>306.88</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Donations	\$ <u>250.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>250.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>556.88</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Supplies	\$ <u>-250.00</u>	
Refreshments	\$ <u>-100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>-350.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>206.88</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: Art Club Account No: 904

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

N/A

PURPOSE OF RAISING FUNDS:

FUNDRAISER DATES: START END

ACCOUNT OF MONEY TO BE RAISED:

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

SPONSOR SIGNATURE

Walter L. Howell

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

**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: Kevin Zamborsky

Name of Activity Fund: Band Account No: 905

**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:**

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RECEIVED APR 30 2026

**ACTIVITY FUND REQUEST FOR ACCOUNT**

**DATE:** 2026-2027 **SITE:** High School

**ACCOUNT NAME:** 905 Band

**PURPOSE**

Students raise money for individual accounts to be used for various expenses throughout their time in band to include entry fees, instrument supplies and repairs, apparel, refreshments, travel, and more.

**SOURCE(S) OF INCOME**

Athletic and Performing Arts Type Income: Advertising Sales, Awards/Prizes, Concession Sales, Contest Fees, Contributions/Donations, Fees/Fines/Dues, Field Trip Collections, BOE approved Fundraisers, Gate Receipts, Grants/Scholarships, Merchandise Sales, Redeposit of Cash-Box/Start-up Cash, Rental Fees, Student Payments, Summer Camps, and Ticket Sales.

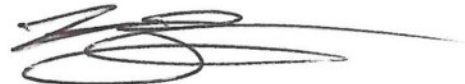
**PLANNED EXPENSES**

Athletic and Performing Arts Type Expenses: Awards, Advertising, Camp Expenses, Cash-Box/Start-up Cash, Charitable Activities, Apparel/Uniforms, Competition Expenses, Equipment, Facility Improvements, Fees/Dues, Field Trip Expenses, Fundraising Expenses, Travel Expenses to include meals, Meeting Supplies and Refreshments, Officials/Judges, Payroll Reimbursement, Registrations, Reimbursements, Rental Fees, Security, Stipends, Subscriptions, Technology, Transportation, Award Banquets and other Activity related materials.

**SPONSOR NAME**

Kevin Zamborsky

**SIGNATURE**



**PRINCIPAL/DIRECTOR**

Walter R. Howell, IV

**SIGNATURE**



**TO BE COMPLETED BY FINANCE DEPARTMENT**

**APPROVED BY:** *Raulul Berra* **DATE:** *5/6/20*

**ACCOUNT NUMBER:** *905*

**BOARD OF EDUCATION APPROVAL DATE:** \_\_\_\_\_

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2026-2027 Sponsor Name: Kevin Zamborsky

Name of Activity Fund: Band Account No: 905

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>133,835.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Fundraising Events	\$ <u>80,000.00</u>	
Donations	\$ <u>40,000.00</u>	
Dues from students	\$ <u>30,000.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>150,000.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>283,835.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Achievement Awards	\$ <u>-2,000.00</u>	
Apparel and Uniforms	\$ <u>-60,000.00</u>	
Competition and Registration Expenses	\$ <u>-7,000.00</u>	
Field Trip Expenses	\$ <u>-50,000.00</u>	
Supplies	\$ <u>-20,000.00</u>	
_____	\$ _____	
Total Expenditures:	\$ <u>-139,000.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>144,835.00</u>	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Kevin Zamborsky

Name of Activity Fund: Band Account No: 905

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

Students and parents will work the concession stands at OSU athletic events.

PURPOSE OF RAISING FUNDS:

Funds raised will go towards individual student accounts to be used for personal band-related expenses (i.e. entry fees, uniform needs, travel, etc.)

FUNDRAISER DATES: START 08/01/2026 END 05/21/2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 35,000.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 35,000.00

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

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Kevin Zamborsky

Name of Activity Fund: Band Account No: 905

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

Students will sell items from an online catalog.

PURPOSE OF RAISING FUNDS:

Funds raised will go towards individual student accounts to be used for personal band-related expenses (i.e. entry fees, uniform needs, travel, etc.)

FUNDRAISER DATES: START 09/01/2026 END 10/30/2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 15,000.00 - EST. EXP. \$ 0.00 = EST. PROFIT 15000

Sponsor signature and Principal Authorization (Walter R. Howell IV)

Athletic Director Authorization and 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

FUNDRAISER REQUEST

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

Reporting School Year: 2026-2027 Sponsor Name: Kevin Zamborsky

Name of Activity Fund: Band Account No: 905

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

Students will work with FanPledge to solicit donations and supporters by contacting friends and relatives.

PURPOSE OF RAISING FUNDS:

Funds raised will go towards individual student accounts to be used for personal band-related expenses (i.e. entry fees, uniform needs, travel, etc.)

FUNDRAISER DATES: START 08/01/2026 END 05/21/2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 30000 - EST. EXP. \$ 0.00 = EST. PROFIT 30000

SPONSOR SIGNATURE [Signature]

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION [Signature: Walter R. Howell IV]

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: Karie Linsenmeyer

Name of Activity Fund: Best Buddies Account No: 906

**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

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RECEIVED APR 30 2026

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2026-2027 SITE: High School

ACCOUNT NAME: 906 Best Buddies

PURPOSE

To intentionally provide meaningful social inclusion by bringing together students with and without intellectual disabilities to create accepting school environments, utilizing three interconnected components: Special Olympics Unified Sports, inclusive sports leadership, and whole school engagement.

SOURCE(S) OF INCOME

Donations, Dues/Fees

PLANNED EXPENSES

Supplies, Fees, Field Trips, Celebrations, Events, Campaigns, Club Clothing

SPONSOR NAME

Karie Linsenmeyer

SIGNATURE

[Handwritten signature of Karie Linsenmeyer]

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: 5/6/26

ACCOUNT NUMBER: 906

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2026-2027 Sponsor Name: Karie Linsenmeyer

Name of Activity Fund: Best Buddies Account No: 906

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>633.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Special Olympics Unified Schools Donations	\$ <u>800.00</u>	
Student Dues	\$ <u>500.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>1,300.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>1,933.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Field Trips	\$ <u>-400.00</u>	
Celebrations & Events	\$ <u>-150.00</u>	
Club Clothing	\$ <u>-150.00</u>	
Supplies	\$ <u>-300.00</u>	
Fees	\$ <u>-425.00</u>	
Campaigns	\$ <u>-100.00</u>	
Total Expenditures:	\$ <u>-1,525.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>408.00</u>	\$ _____

**FUNDRAISER REQUEST**

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

Reporting School Year: 2026-2027 Sponsor Name: Karie Linsenmeyer

Name of Activity Fund: Best Buddies Account No: 906

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

N/A

**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

**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: Krissi Morton & Drue Brown

Name of Activity Fund: Beta Club Account No: 907

**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:**

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RECEIVED APR 30 2026

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2026-2027 SITE: High School

ACCOUNT NAME: 907 Beta Club

PURPOSE

To promote the ideals of honesty, service, morality, ethical conduct and leadership among elementary and secondary school students; to reward meritorious academic achievement; and to encourage and assist students in continuing their education after high school. Funds from dues and donations will be used to purchase graduation cords, senior gifts and other expenses deemed necessary to our purpose.

SOURCE(S) OF INCOME

Dues, Donations

PLANNED EXPENSES

Graduation Cords, Gifts, Refreshments, Fundraiser Expenses, Dues/Fees, Staff Food

SPONSOR NAME

Krissi Morton & Drue Brown

SIGNATURE

Krissi Morton

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

Walter R. Howell, IV

TO BE COMPLETED BY FINANCE DEPARTMENT

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

ACCOUNT NUMBER: 907

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2026-2027 Sponsor Name: Krissi Morton & Drue Brown

Name of Activity Fund: Beta Club Account No: 907

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>3200.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Membership Dues	\$ <u>1,500.00</u>	
Donations	\$ <u>100.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>1,600.00</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>4800.00</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Graduation Cords	\$ <u>-400.00</u>	
Gifts	\$ <u>-200.00</u>	
Staff Food	\$ <u>-1,600.00</u>	
Fundraiser Expenses	\$ <u>-100.00</u>	
Dues/Fees	\$ <u>-600.00</u>	
_____	\$ _____	
Total Expenditures:	\$ <u>2900.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>1900.00</u>	\$ _____

**FUNDRAISER REQUEST**

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

Reporting School Year: 2026-2027 Sponsor Name: Krissi Morton & Drue Brown

Name of Activity Fund: Beta Club Account No: 907

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

N/A

**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: Jennifer Nealis & Diana Swinford

Name of Activity Fund: Business Prof of America (BPA) Account No: 909

**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	u
ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	u
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	N/A
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.*

RECEIVED APR 30 2026

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2026-2027 SITE: High School

ACCOUNT NAME: 909 Business Prof of America (BPA)

PURPOSE

To develop and empower student leaders to discover their passion and change the world by creating unmatched opportunities in learning, professional growth and service.

SOURCE(S) OF INCOME

Dues/Fees, Donations, Fundraisers

PLANNED EXPENSES

Competition Expenses, Refreshments, Dues/Fees, Donations

SPONSOR NAME

Jennifer Nealis & Diana Swinford

SIGNATURE: Jennifer Nealis / Diana Swinford

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE: Walter R. Howell, IV

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Kaulul Berma DATE: 5/6/20

ACCOUNT NUMBER: 909

BOARD OF EDUCATION APPROVAL DATE:

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2026-2027 Sponsor Name: Jennifer Nealis & Diana Swinford

Name of Activity Fund: Business Prof of America (BPA) Account No: 909

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>169.00</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Donations _____	\$ <u>100.00</u>	
Dues/Fees _____	\$ <u>1,100.00</u>	
<u>Fundraiser</u> _____	\$ <u>500.00</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u><del>1,200.00</del> 1,700</u>	\$ _____
	<u>1869.00</u>	
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u><del>1,369.00</del> 1,700</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Competition Expenses _____	\$ <u>-200.00</u>	
Refreshments _____	\$ <u>-300.00</u>	
Dues/Fees _____	\$ <u><del>800.00</del> 800.00</u>	
Donations _____	\$ <u>-100.00</u>	
<u>Meals at Competitions</u> _____	\$ <u>-300.00</u>	
_____	\$ <u><del>2</del> 1700.00</u>	
Total Expenditures:	\$ <u>-1,200.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>169.00</u>	\$ _____

**FUNDRAISER REQUEST**

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

Reporting School Year: 2026-2027 Sponsor Name: Jennifer Nealis & Diana Swinford

Name of Activity Fund: Business Prof of America (BPA) Account No: 909

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

N/A

**PURPOSE OF RAISING FUNDS:**

*Competition Fees*

**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: Jody D Webber/Kenzle *clmp*

Name of Activity Fund: FCCLA Account No: 915

**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:**

NA- Made large deposit mid April and May 2026 to cover 3 students going to the National Leadership Convention July 2026 in Washington DC. Total amount will go to pay for NLC 2026 expenses. Next years estimate reflects this.

**PACKET CONTENTS:**

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

*\*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.*

RECEIVED APR 30 2026

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 2026-2027 SITE: High School

ACCOUNT NAME: 915 FCCLA

PURPOSE

This activity account is for the Career Tech Student Organization and FCCLA (Family, Career and Community Leaders of America). It will be funded by student dues and student fundraisers to cover the costs of trips/travel, lunch meetings, donations to POW and SMAC Bake Sale, Contest Entries/Supplies, Group Leadership Conferences, and miscellaneous equipment and supplies needed by the group.

SOURCE(S) OF INCOME

Donations, Dues/Fees, Fundraisers, Merchandise Sales

PLANNED EXPENSES

Refreshments, Charitable Activities, Dues/Fees, Travel Expenses, Supplies

SPONSOR NAME

Jody D Webber/Kenzlee Camp

SIGNATURE

Jody D Webber

PRINCIPAL/DIRECTOR

Walter R. Howell, IV

SIGNATURE

Walter R. Howell IV

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Kaulu Berry DATE: 5/6/20

ACCOUNT NUMBER: 915

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: Jody D Webber/Kenzler *Lang*

Name of Activity Fund: FCCLA Account No: 915

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
Fundraisers	\$ 2,800.00	
Dues/Fees	\$ 2,000.00	
Donations	\$ 100.00	
Merchandise sales	\$ 250.00	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ 5,150.00	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ 5,150.00	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
Refreshmensts	\$ -1,000.00	
Charitable Activities	\$ -400.00	
Dues/Fees	\$ -950.00	
Travel Expenses	\$ -1,400.00	
Supplies	\$ -400.00	
_____	\$ _____	
Total Expenditures:	\$ -4,150.00	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ 1,000.00	\$ _____

FUNDRAISER REQUEST

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

Reporting School Year: 26-27 Sponsor Name: Jody Webber/Kenzlee Camp

Name of Activity Fund: SHS FCCLA Account No: 915

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

Custom Drinkware from MPact Fundraising. Stillwater S on stainless steel tumblers and waterbottles

PURPOSE OF RAISING FUNDS:

Chapter Expenses including but not limited to monthly meeting foods, competition fees & supplies, chapter service projects, chapter supplies and chapter expenses

FUNDRAISER DATES: START 09/01/2026 END 09/30/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 1,000.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 1,000.00

Sponsor Signature: Jody D. Webb

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

FUNDRAISER REQUEST

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

Reporting School Year: 26-27 Sponsor Name: Jody Webber/Kenzlee Camp

Name of Activity Fund: SHS FCCLA Account No: 915

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

FCCLA Bake Sale: Bake Sale at SHS. Cookies made & bagged by FCCLA Members in the FCS Dept. Cookie bags sold by members to students during National FCCLA Week

PURPOSE OF RAISING FUNDS:

Chapter Expenses including but not limited to monthly meeting foods, competition fees & supplies, chapter service projects, chapter supplies and chapter expenses

FUNDRAISER DATES: START 02/10/2027 END 02/12/2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 1,000.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 1,000.00

Sponsor Signature: Jody D. Webber

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal Signature: Walter R. Howard

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

FUNDRAISER REQUEST

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

Reporting School Year: 26-27 Sponsor Name: Jody Webber/Kenzlee Camp

Name of Activity Fund: SHS FCCLA Account No: 915

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

FCCLA Intro to Fashion & Fashion Production Fangear creation and sales through curriculum lessons in the class & a partnership with Duprees

PURPOSE OF RAISING FUNDS:

Chapter Expenses including but not limited to monthly meeting foods, competition fees & supplies, chapter service projects, chapter supplies and chapter expenses

FUNDRAISER DATES: START 09/01/2026 END 05/15/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 500.00 - EST. EXP. \$ 0.00 = EST. PROFIT \$ 500.00

Sponsor Signature: Jody D. Webb

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal Signature: Walter R. Howell IV

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: 26-27 Sponsor Name: Jody Webber/Kenzlee Camp

Name of Activity Fund: SHS FCCLA Account No: 915

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

Selling Fun Socks. Part of the money goes to us, the other part goes to building waterwells and filtration systems in 3rd world countries.

PURPOSE OF RAISING FUNDS:

Chapter Expenses including but not limited to monthly meeting foods, competition fees & supplies, chapter service projects, chapter supplies and chapter expenses

FUNDRAISER DATES: START 10/01/2026 END 10/31/2026

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$ 500.00 - EST. EXP. \$ 200.00 = EST. PROFIT \$ 300.00

Sponsor Signature: Jody D... [Handwritten Signature]

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Principal Authorization: Walter R. Howell Jr. [Handwritten Signature]

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