



RECONCILIATION WORKSHEET FOR ACTIVITY FUND REVENUE/EXPENDITURE (PROFIT/LOSS)

REVISED

SCHOOL SITE:
ACTIVITY FUND ACCOUNT NAME AND PROJECT:
PROGRAM (include with 893 Club Accounts only):

015-Admin_Activity Account
989-PERFORMING ARTS CENTER

DATE: Form completed on March 29,2021

Fiscal Year: July 1, 2020 - June 30, 2021

REVENUE SOURCES		
Est. Date or Season	Deposit Type	Est. Amount
Feb. 2021	Facility Fees from Ticketed Events	\$ 4,700.00
Go to Page 2 if more rows/cells are needed		
TOTAL FROM PAGE #2		\$ -
Total Revenue		\$ 4,700.00

EXPENSES		
Est. Date or Season	Expense	Est. Amount
2020-2021	Furniture & Fixtures, msall <\$5000.00	\$ 6,000.00
2021-2021	Technology related supplies, small eqipment & software	\$ 7,450.00
2021-2021	Technology related repairs	\$ 1,000.00
Summer/Fall 2021	Awards, gifts, decorations, regalla, and refreshements	\$ 625.23
2020-2021	Transportation	\$ 500.00
TOTAL FROM PAGE #2		\$ -
Total Expenses		\$ 15,575.23

Beginning Fund Balance	\$	10,875.23	(A1)From Report**
Revenue	\$	4,700.00	(A2)
Expenditures	\$	15,575.23	(B1)
Ending Fund Balance = Net Profit	\$	-	(B2) (A1+A2-B1=B2)

** Run this report in iAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Stacey Cazares (Email approval attached)	3/26/2021
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Sponsor Signs Here	Date
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Kim Vento (Email approval attached)	3/26/2021
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Activity Fund Custodian Signature	Date

Otto, Kelle E

From: Vento, Kim
Sent: Friday, March 26, 2021 4:24 PM
To: Cazares, Stacey D
Cc: Otto, Kelle E
Subject: RE: RQ 136301

I approve this report.

From: Cazares, Stacey D
Sent: Friday, March 26, 2021 2:42 PM
To: Vento, Kim <kvento@baschools.org>
Cc: Otto, Kelle E <kotto@baschools.org>
Subject: FW: RQ 136301

Hey Kim,

Could you please approve the attached change to our activity fund revenue/expenditure report? This is the update to add be able to spend activity fund money for technical repairs @ the PAC or Kirkland Theatre. Ms. Otto will then be able to submit to the Board for approval at the April meeting.

Please reply to all to include Ms. Otto.

Thank you,
Stacey
