



## 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):

175-Liberty Elem School
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889-MEDIA CENTER
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DATE: Form completed on March 03, 2021

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

REVENUE SOURCES		
Est. Date or Season	Deposit Type	Est. Amount
2020-2021	FALL BOOK FAIR	\$ 1,250.00
2020-2021	SPRING BOOK FAIR	\$ 1,250.00
2020-2021	BOGO BOOK FAIR	\$ 1,000.00
2020-2021	LOST/ DAMAGED BOOKS	\$ 300.00
2020-2021	FUNDRAISING	\$ 500.00
Go to Page 2 if more rows/cells are needed		
TOTAL FROM PAGE #2		\$ -
<b>Total Revenue</b>		<b>\$ 4,300.00</b>

EXPENSES		
Est. Date or Season	Expense	Est. Amount
2020-2021	CO-CURRICULAR MATERIALS, SMALL EQUIPMENT	\$ 500.00
2020-2021	CO-CURRICULAR COPY SUPPLIES AND PAPER	\$ 500.00
2020-2021	FILMS, VIDEOS, AUDIO TAPES, AND AUDIOVISUAL SUPPLIES	\$ 500.00
2020-2021	GENERAL SUPPLIES<\$5000 NON DURABLE (PENS, PENCILS, ETC)	\$ 700.00
2020-2021	BOOKS, MAGAZINES, SUBSCRIPTIONS, PERIODICALS AND OR NEWSPAPERS	\$ 500.00
2020-2021	FURNITURE & FIXTURES, SMALL <\$5000	\$ 500.00
2020-2021	TECHNOLOGY RELATED SUPPLIES, SMALL EQUIPMENT & SOFTWARE	\$ 600.00
2020-2021	FUNDRAISING EXPENSES	\$ 500.00
TOTAL FROM PAGE #2		\$ -
<b>Total Expenses</b>		<b>\$ 4,300.00</b>

Beginning Fund Balance		(A1) From Report **
Revenue	\$ 4,300.00	(A2)
Expenditures	\$ 4,300.00	(B1)
Ending Fund Balance =		
Net Profit	\$ -	(B2) (A1+A2-B1=B2)

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

Norma Alvarez - Email approval attached	3/3/2021
<b>Sponsor Signs Here</b>	<b>Date</b>
Elora Orr - Email approval attached	3/3/2021
<b>Activity Fund Custodian Signature</b>	<b>Date</b>

**From:** [Orr, Elora](#)  
**To:** [Alvarez, Norma L](#)  
**Cc:** [Otto, Kelle E](#)  
**Subject:** Re: Liberty Reconciliation Worksheet Updates  
**Date:** Wednesday, March 3, 2021 9:31:06 AM

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Approve

Sent from my iPhone

On Mar 3, 2021, at 9:23 AM, Alvarez, Norma L <[nalvarez@baschools.org](mailto:nalvarez@baschools.org)> wrote:

Good Morning Mrs. Orr,

I have updated our Activity and Media Reconciliation Worksheets to include fundraising expenses for Board Approval this morning. Kelle Ott just needs to know if you approve of the updates.

Thank you,  
*Norma Alvarez*  
Principal's Secretary  
Liberty Elementary  
<image001.jpg>

<LB PROJECT 889 RECONCILIATION WORKSHEET 20-21.xlsx>  
<LB Project 892 Reconciliation Worksheet.pdf>



## 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):**

175-Liberty Elem School
892-GENERAL

DATE: Form completed on March 03,2021

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

REVENUE SOURCES		
Est. Date or Season	Deposit Type	Est. Amount
2020-2021	Book Fairs	\$ 4,898.42
2020-2021	Admission Costs (Dances, carnivals, parties, plays or other)	\$ 100.00
2020-2021	Catalog Sales (Food and Items)	\$ 100.00
2020-2021	Concession Sales	\$ 100.00
2020-2021	Donations	\$ 100.00
2020-2021	Dues and Membership Fees	\$ 100.00
2020-2021	Restaurant Profit Sharing (spirit nights, etc.)	\$ 100.00
2020-2021	School Pictures and Yearbooks	\$ 4,000.00
2020-2021	Ticket Sales	\$ 100.00
2020-2021	Pumpkin Decorating Contest	\$ 800.00
2020-2021	Boosterthon	\$ 3,000.00
2020-2021	Speed Stacks	\$ 300.00
2020-2021	Running Club T Shirts	\$ 300.00
2020-2021	Jump Rope For Heart	\$ 100.00
2020-2021	United Way	\$ 100.00
	Go to Page 2 if more rows/cells are needed	
TOTAL FROM PAGE #2		\$ -
<b>Total Revenue</b>		<b>\$ 14,198.42</b>

EXPENSES		
Est. Date or Season	Expense	Est. Amount
2020-2021	co-curricular materials, small equipment	\$ 2,000.00
2020-2021	co-curricular copy supplies and paper	\$ 2,000.00
2020-2021	Films, videos, audio tapes, and audiovisual supplies	\$ 400.00
2020-2021	Kitchen products and supplies (paper plates, cups, etc.)	\$ 400.00
2020-2021	General supplies <\$5,000 non-durable (pencils, pens, etc.)	\$ 1,500.00
2020-2021	Books, magazine, subscriptions, periodicals, and/or newspapers	\$ 500.00
2020-2021	Furniture & Fixtures, small <\$5,000	\$ 2,000.00
2020-2021	Technology related supplies, small equipment, & software	\$ 1,198.42
2020-2021	Uniforms	\$ 100.00
2020-2021	Awards, gifts, decorations, regalia, and refreshments	\$ 1,500.00
2020-2021	Professional Development	\$ 2,500.00
2020-2021	Fundraiser Expenses	\$ 100.00
TOTAL FROM PAGE #2		\$ -
<b>Total Expenses</b>		<b>\$ 14,198.42</b>

Beginning Fund Balance	_____	(A1)From Report**
Revenue	\$ <u>14,198.42</u>	(A2)
Expenditures	\$ <u>14,198.42</u>	(B1)
Ending Fund Balance =		
Net Profit	\$ <u>-</u>	(B2) (A1+A2-B1=B2)

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<hr style="border: none; border-top: 1px solid black;"/> <p style="text-align: center;">Norma Alvarez - Email approval attached</p>	3/3/2021
Sponsor Signs Here	Date
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Activity Fund Custodian Signature	Date

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