

Fiscal Year:

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SCHOOL SITE:

ACTIVITY FUND ACCOUNT NAME AND PROJECT:

PROGRAM (include with 893 Club Accounts only):

525-Oliver Middle School
818-BAND

July 1, 2020 - June 30, 2021

DATE: Form completed on April 05,2021

REVENUE SOURCES			
Est. Date or Season	Deposit Type		Est. Amount
Fall 2020	Hoodie/T-Shirt Orders	\$	2,750.00
2020-2021	Brochure/Catalog Sales (food, kitchen gadgets, etc.)	\$	12,000.00
2020-2021	Donations	\$	500.00
2020-2021	Dues/Fees/Registration	\$	1,200.00
Spring 2021	Heartland Music Festival Tickets	\$	1,000.00
2020-2021	Food Items Sales	\$	2,000.00
2020-2021	Food truck Profit sharing	\$	800.00
	Go to Page 2 if more rows/cells are needed		
	TOTAL FROM PAGE #2	\$	-
	Total Revenue	\$	20,250.00

EXPENSES			
Est. Date or Season	Expense	Es	st. Amount
2020-2021	Hoodie/T-Shirt Orders	\$	2,750.00
2020-2021	Masterclasses	\$	3,000.00
2020-2021	Repairs and Supplies	\$	1,000.00
2020-2021	Fundraiser Expenses	\$	9,000.00
2020-2021	Awards/Gifts/Regalia/Decorations/Refreshments	\$	1,050.00
2020-2021	Dues/Fees/Registration	\$	700.00
2020-2021	Substitutes	\$	200.00
2020-2021	Refunds/Reimbursements	\$	500.00
2020-2021	Online Music Orders	\$	300.00
2020-2021	Transportation	\$	250.00
2020-2021	Instrument Purchases	\$	10,053.74
Spring 2021	Heartland Music Festival Fee and Tickets	\$	1,000.00
2020-2021	Donations; Reed Purchases	\$	250.00
2020-2021	Professional Development/Travel Expenses	\$	400.00
2020-2021	Field Trip Expenses	\$	1,000.00
2020-2021	Payroll; Employee Pay & Benefits	\$	1,000.00
	TOTAL FROM PAGE #2	\$	-
	Total Expenses	\$	32,453.74

Beginning Fund Balance	\$ 12,203.74	(A1)From Report**
Revenue	\$ 20,250.00	(A2)
Expenditures	\$ 32,453.74	(B1)
Ending Fund Balance = Net Profit	\$	(B2) (A1+A2-B1=B2)

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

Natalle Autiko	4/5/2021
Sponsor Signs Here	Date
Danese Tanner	4/5/2021
Activity Fund Custodian Signature	Date

From: Paul, Sherri L

Sent: Monday, April 5, 2021 10:40 AM

To: Otto, Kelle E

Subject: FW: Email Approval needed

Attachments: OMS - Project 818 (Band).edited.xlsx

See below...Approved 😂

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org

From: Tanner, Danese

Sent: Monday, April 5, 2021 10:38 AM

To: Aunko, Natalie <naunko@baschools.org>; Paul, Sherri L <slpaul@baschools.org>

Subject: RE: Email Approval needed

I approve.

From: Aunko, Natalie

Sent: Monday, April 5, 2021 9:18 AM

To: Paul, Sherri L <slpaul@baschools.org>; Tanner, Danese <dtanner@baschools.org>

Subject: Re: Email Approval needed

I approve.

From: Paul, Sherri L <<u>slpaul@baschools.org</u>>
Sent: Monday, April 5, 2021 9:15:08 AM

To: Aunko, Natalie < naunko@baschools.org >; Tanner, Danese < dtanner@baschools.org >

Subject: Email Approval needed

Can you both please send email approval again? I had to tweak some things that were missing.

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org



Fiscal Year:

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SCHOOL SITE:

ACTIVITY FUND ACCOUNT NAME AND PROJECT:

PROGRAM (include with 893 Club Accounts only):

525-Oliver Middle School
833-CHOIR

July 1, 2020 - June 30, 2021

DATE: Form completed on March 30,2021

REVENUE SOURCES			
Est. Date or Season	Deposit Type	Es	t. Amount
2020-2021	Catalog Sales - Food/Home Décor/Personal Item Sales	\$	8,000.00
2020-2021	Donations	\$	2,000.00
2020-2021	Clothing Sales	\$	1,200.00
2020-2021	Restaurant Profit Sharing (spirit nights, etc.)	\$	3,000.00
2020-2021	Food Items Sale	\$	1,000.00
2020-2021	Dues and Membership Fees	\$	10,469.31
2020-2021	Food Truck Profit Sharing	\$	3,000.00
	Go to Page 2 if more rows/cells are needed		
	TOTAL FROM PAGE #2	\$	-
	Total Revenue	\$	28,669.31

1.15cm (car. 5u) 1, 2020 Julie 30, 2021			
	EXPENSES		
Est. Date or Season	Expense	E	st. Amount
2020-2021	Camp/Clinics/Commpetition Registration	\$	2,000.00
2020-2021	Clinicians/Accompanists/Arrangers/Choreographers	\$	8,000.00
2020-2021	Costume/Uniform Upkeep	\$	1,200.00
2020-2021	Transportation Expenses	\$	2,000.00
2020-2021	Reimbursement/Refunds	\$	1,000.00
2020-2021	General Supplies < \$5,000	\$	800.00
2020-2021	Substitutes	\$	500.00
2020-2021	Special Purchases for which the money was received	\$	500.00
2020-2021	Uniforms		\$6,000.00
2020-2021	Awards, gifts, decorations, regalia, and refreshments		\$500.00
2020-2021	Mileage or Travel Expenses	\$	7,000.00
2020-2021	Fundraiser Expenses	\$	2,000.00
2020-2021	Training/Workshop/ Professional Development Expenses	\$	1,000.00
2020-2021	Furniture & Fixtures	\$	9,000.00
2020-2021	Music Purchases	\$	700.00
2020-2021	Payroll; Employee Pay & Benefits	\$	1,000.00
	TOTAL FROM PAGE #2	\$	-
	Total Expenses	\$	43,200.00

Beginning Fund Balance	\$ 14,530.69	(A1)From Report**
Revenue	\$ 28,669.31	(A2)
Expenditures	\$ 43,200.00	(B1)
Ending Fund Balance = Net Profit	\$ -	(B2) (A1+A2-B1=B2)

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

Hannah Johnson	3/30/2021
Sponsor Signs Here	Date
	2/22/2224
Danese Tanner	3/30/2021
Activity Fund Custodian Signature	Date

From: Paul, Sherri L

Sent: Tuesday, March 30, 2021 1:54 PM

To: Otto, Kelle E

Subject: FW: Approval-Oliver Middle School Choir

Attachments: OMS Choir 833-Reconciliation Sheet-2020-2021 (2).xlsx

See below for approval from both the Choir Teacher and Mrs. Tanner.

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org

From: Tanner, Danese

Sent: Tuesday, March 30, 2021 1:45 PM **To:** Paul, Sherri L <slpaul@baschools.org>

Subject: RE: Approval

I approve.

From: Paul, Sherri L

Sent: Tuesday, March 30, 2021 11:50 AM **To:** Tanner, Danese < dtanner@baschools.org>

Subject: FW: Approval **Importance:** High

Please send me an email approving the changes. Thanks!

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org

From: Johnson, Hannah G

Sent: Tuesday, March 30, 2021 11:35 AM **To:** Paul, Sherri L <<u>slpaul@baschools.org</u>>

Subject: Re: Approval

I approve of these changes



REVISED

SCHOOL SITE:

ACTIVITY FUND ACCOUNT NAME AND PROJECT:

525-Oliver Middle School

844-DRAMA

DATE:

Form Complete On March, 30, 2021

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

	REVENUE SOURCES				
Est. Date or Season	Deposit Type	Est	. Amount		
Fall	Ticket Sales- Fall Play	\$	1,000.00		
Spring	Ticket Sales- Spring Play	\$	1,000.00		
2020-2021	Catalog Sales (Food/Home Décor/Personal Items)	\$	2,000.00		
2020-2021	Food Item Sales	\$	2,400.00		
2020-2021	Tshirt and Merchandise Sales	\$	500.00		
2020-2021	Donations	\$	100.00		
2020-2021	Food Truck Profit Sharing	\$	1,000.00		
		\$	-		
		\$	-		
		\$	-		
		\$	-		
		\$	-		
		\$	-		
		\$	-		
		\$	-		
		\$	-		
	TOTAL FROM PAGE #2	\$	-		
	Total Revenue	\$	8,000.00		

	EXPENSES		
Est. Date or Season	Expense	Es	t. Amount
2020-2021	co-curricular materials, small equipment	\$	300.00
2020-2021	co-curricular copy supplies and paper	\$	200.00
2020-2021	Films, videos, audio tapes, and audiovisual supplies	\$	200.00
2020-2021	Kitchen products and supplies (paper plates, cups, etc.)	\$	50.00
2020-2021	General supplies <\$5,000 non-durable (pencils, pens, etc.)	\$	100.00
2020-2021	Books, magazine, subscriptions, periodicals, and/or newspapers	\$	200.00
2020-2021	Furniture & Fixtures, small <\$5,000	\$	1,500.00
2020-2021	Technology related supplies, small equipment, & software	\$	500.00
2020-2021	Costumes, wigs, accessories, makeup	\$	1,200.00
2020-2021	Awards, gifts, decorations, regalia, and refreshments	\$	200.00
2020-2021	Toiletries and cleaning supplies	\$	200.00
2020-2021	Buliding and painting materials	\$	1,000.00
2020-2021	Substitute coverage	\$	325.00
2020-2021	Transportation for students and sets	\$	500.00
2020-2021	Scripts, performance rights, video archive rights	\$	800.00
2020-2021	Props and supplies for making props.	\$	1,321.81
	Go to Page 2 if more rows/cells are needed		
	TOTAL FROM PAGE #2	\$	5,700.00
	Total Expenses	\$	14,296.81

Beginning	.	C 20C 84	(A1)From Report
Fund Balance	\$	6,296.81	(AI)From Report
Revenue	\$	8,000.00	(A2)
Expenditures	\$	14,296.81	(B1)
Ending Fund			
Balance = Net			
Profit	\$	0.00	(B2) (A1+A2-B1=B2
			-

** Run this report in I-Accounting (Wengage) Options/Analysis Tools/Reports/Revenue Expenditure

Merica Hogan	3/30/2021
Sponsor Signs Here	Date
Danese Tanner	3/30/2021
Activity Fund Custodian Signature	Date



SCHOOL SITE: 525-Oliver Middle School

ACTIVITY FUND ACCOUNT NAME AND PROJECT: 844-DRAMA

DATE: Form Complete On March,30,2021 Fiscal Year: July 1, 2020 - June 30, 2021

REVENUE SOURCES				EXPENSES			
Est. Date or Season	Deposit Type	Est. Amount		Est. Date or Season	Expense	Es	t. Amount
	please type additional information here	\$ -		2020-2021	Lighting and Sound Equipment	\$	3,800.00
					Professional Development/Workshop/Training/Travel Expenses	\$	200.00
					Copy/Print/Lamintaing Fees	\$	100.00
				2020-2021	Labor (sets, photography, costumes)	\$	100.00
					Refunds/Reimbursements	\$	500.00
				2020-2021	Safety equipment (masks, face shields, protective eyewear)	\$	500.00
				2020-2021	Refreshments	\$	200.00
				2020-2021	Fundraiser Expenses	\$	300.00
	Total Revenue \$ - (A) Total Expenses \$ 5,700.00						

From: Paul, Sherri L

Sent: Tuesday, March 30, 2021 1:51 PM

To: Otto, Kelle E

Subject: Approval-Oliver Middle School Drama

Attachments: OMS Drama-844-Reconciliation Sheet-2020-2021 (1).xlsx

See below for approval from both Drama Teacher and Mrs. Tanner.

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org

From: Tanner, Danese

Sent: Tuesday, March 30, 2021 1:45 PM **To:** Paul, Sherri L <slpaul@baschools.org>

Subject: RE: Approval

I approve.

From: Paul, Sherri L

Sent: Tuesday, March 30, 2021 11:52 AM **To:** Tanner, Danese < dtanner@baschools.org>

Subject: FW: Approval **Importance:** High

Please send me an email approving the changes. Thanks!

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org

From: Hogan, Merica M

Sent: Tuesday, March 30, 2021 9:23 AM **To:** Paul, Sherri L < slpaul@baschools.org>

Subject: RE: Approval

I approve these changes.

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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):

DATE:	Form completed on March 30,2021	Fiscal Year:	July 1, 2020 - June 30, 2021

REVENUE SOURCES			
Est. Date or Season	Deposit Type	Est	t. Amount
2020-2021	Catalog Sales (Food and Items)	\$	2,225.90
2020-2021	Concession Sales	\$	500.00
2020-2021	Donations	\$	500.00
2020-2021	Restaurant Profit Sharing (spirit nights, etc.)	\$	750.00
2020-2021	Instrument Rentals	\$	1,250.00
2020-2021	Candy Sales	\$	750.00
2020-2021	Food Truck Profit Sharing	\$	500.00
	Go to Page 2 if more rows/cells are needed		
	TOTAL FROM PAGE #2	\$	-
	Total Revenue	\$	6,475.90

	July 1, 2020 Julie 30, 2021			
EXPENSES				
Est. Date or Season	Expense	Est	t. Amount	
2020-2021	General supplies <\$5,000 non-durable (pencils, pens, etc.)	\$	750.00	
2020-2021	Books, magazine, subscriptions, periodicals, and/or newspapers	\$	750.00	
2020-2021	Furniture & Fixtures, small <\$5,000	\$	500.00	
2020-2021	Technology related supplies, small equipment, & software	\$	750.00	
2020-2021	Uniforms\Clothes	\$	500.00	
2020-2021	Awards, gifts, decorations, regalia, and refreshments	\$	500.00	
2020-2021	Transportation	\$	1,000.00	
2020-2021	Instrument Repair/Maintenance/Replacement	\$	500.00	
2020-2021	Substitutes		\$1,000.00	
2020-2021	Convention Fees\Membership Dues\Contest Fees		\$750.00	
2020-2021	Fundraising Expenses	\$	1,000.00	
2020-2021	Field Trip Expenses	\$	500.00	
2020-2021	Refunds/Reimbursements	\$	500.00	
2020-2021	Dues/Fees/Registrations	\$	500.00	
2020-2021	Payroll; Employee Pay & Benefits	\$	1,000.00	
	TOTAL FROM PAGE #2	\$	-	
	Total Expenses	\$	10,500.00	

525-Oliver Middle School

905-ORCHESTRA

Beginning Fund Balance	\$ 4,024.10	(A1)From Report**
Revenue	\$ 6,475.90	(A2)
Expenditures	\$ 10,500.00	(B1)
Ending Fund Balance = Net Profit	\$ <u>-</u>	(B2) (A1+A2-B1=B2)

Run this report in i	Accounting (wengage):	Options> Analysis 10	oois/Reports> Rever	iue Expenditure Summary

Paul Roberts Sponsor Signs Here	3/30/2021 Date
Danese Tanner Activity Fund Custodian Signature	3/30/2021 Date

From: Paul, Sherri L

Sent: Tuesday, March 30, 2021 1:53 PM

To: Otto, Kelle E

Subject: FW: Approval-Oliver Middle School Orchestra **Attachments:** OMS Orch-905-reconciliation Sheet-2020-2021.xlsx

See below for approval from both the Orchestra Teacher and Mrs. Tanner.

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org

From: Tanner, Danese

Sent: Tuesday, March 30, 2021 1:45 PM **To:** Paul, Sherri L <slpaul@baschools.org>

Subject: RE: Approval

I approve.

From: Paul, Sherri L

Sent: Tuesday, March 30, 2021 11:51 AM **To:** Tanner, Danese < dtanner@baschools.org>

Subject: FW: Approval **Importance:** High

Please send me an email approving the changes. Thanks!

Sherri Paul OMS Principal's Secretary PH 918-259-4590X6126 slpaul@baschools.org

From: Roberts, Paul J

Sent: Tuesday, March 30, 2021 10:25 AM **To:** Paul, Sherri L <slpaul@baschools.org>

Subject: RE: Approval

I approve of these changes.