BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 255.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 200.00
2021-2022	School Pictures; Yearbooks	$ 6,200.00
2021-2022	Interest; Commissions	$ 400.00
2021-2022	Reimbursements; Refunds	$ 55.00
2021-2022	Restaurant profit sharing	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 7,160.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 5.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 6,405.00
	Total Expenditures	**$ 7,160.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 7,160.00	**(A2)**
Expenditures	$ 7,160.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Email approval attached — 5/27/2021

Sponsor's Signature — **Date**

X Beth Gilbert (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 100.00
2021-2022	Lodging	$ 5.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 6,000.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
	Total Expenditures	$ 6,405.00

Form completed on 5/27/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Thursday, May 27, 2021 3:39 PM
To: Otto, Kelle E
Subject: Re: Corrected yrbook

Approved.

Sent from my iPhone

> On May 27, 2021, at 3:13 PM, Otto, Kelle E <kotto@baschools.org> wrote:
>
>
> They were showing an Ending Fund Balance of -$5.00, but it should be $0.00. They didn't have a digital signature on the form, so I just added $5 to the revenue side to get a $0.00 balance. I attached for your reference. Please let me know if you approve of this change.
>
> Thank you!
>
> Kelle Otto
> Budget/Treasury Analyst & Assistant Treasurer Broken Arrow Public
> Schools
> 918-259-5729
>
>

Otto, Kelle E

From: Otto, Kelle E
Sent: Thursday, May 27, 2021 3:13 PM
To: Gilbert, Beth
Subject: RE: Corrected yrbook
Attachments: UPDATED Copy of Project 807 (SAF Annual) (Yearbook).xlsx

They were showing an Ending Fund Balance of -$5.00, but it should be $0.00. They didn't have a digital signature on the form, so I just added $5 to the revenue side to get a $0.00 balance. I attached for your reference. Please let me know if you approve of this change.

Thank you!

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Art Club Supply Kit Fundraiser	$ 300.00
2021-2022	Dues & Fees; Fines; Registrations; Rental Fees	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Concession Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,250.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 25.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Copy supplies & paper	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Special Guests; Speakers; Clinicians; Tutors; Artists	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 300.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 1,250.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,250.00	**(A2)**
Expenditures	$ 1,250.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Avery Chambers — 5/24/2021

Sponsor's Signature — **Date**

Signed by: 61f3c517-7305-4d91-8b93-6dfbd97e2ef4

X Beth Gilbert (Email approval attached) — 5/25/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Special Purchases/Projects	$ 50.00
	Total Expenditures	$ 150.00

PAGE 2

Form completed on 5/25/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Tuesday, May 25, 2021 10:01 AM
To: Otto, Kelle E
Subject: approval of budget guidelines - BAFA
Attachments: Copy of Project 844 (SAF Drama) 1.xlsx; Project 811 (SAF Art).xlsx; 2021-2022 Key Club-Reconciliation Worksheet Activity Fund Budgets.xlsx; 2021-2022 Reconciliation Worksheet Activity Fund Budgets.xlsx

Hi Kelly,
Please find attached the guidelines for the following at BAFA: drama, art, Key, StuCo. All are approved.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission...Every student, Every day

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 175.00
2021-2022	Dues & Fees; Registration fees; Membership; Audition; Rental fees	$ 9,000.00
2021-2022	Concession Sales - from HS band concession profit	$ 2,500.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 6,000.00
2021-2022	Reimbursements; Refunds	$ 10.00
2021-2022	Interest; Commissions	$ 10.00
2021-2022	Catalog/Brochure Sales	$ 5.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 17,700.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	reeds, ligatures, woodwind supplies, repairs	$ 1,200.00
2021-2022	copy paper, professional printing, screen printing	$ 2,200.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 200.00
2021-2022	Technique books, music, folders; sheet music	$ 1,500.00
2021-2022	General supplies <$5,000 non-durable (pencils, pens, etc.)	$ 600.05
2021-2022	Audition fees for all-district, solo and ensemble	$ 3,100.00
2021-2022	Furniture & Fixtures, small <$5,000	$ 1,000.00
2021-2022	Technology related supplies, small equipment, & software	$ 1,500.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments	$ 500.00
2021-2022	Instrument purchases; instrument replacements <$5,000 (multiple items under $5,000)	$ 7,000.00
2021-2022	Mouthpieces, mutes, brass supplies, repair, supplies	$ 1,500.00
2021-2022	Uniforms; T-shirts	$ 200.00
2021-2022	Fundraiser Expenses	$ 3,600.00
2021-2022	Dues & Fees; Contest entry fees; student audition fees; Registrations; Licensing Fees; Bank fees	$ 2,500.00
2021-2022	Donations	$ 200.00
2021-2022	Refunds; Reimbursements	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 8,100.00
	Total Expenditures	**$ 35,100.05**

Beginning Fund Balance	$ 17,400.05	(A1) From Report**
Revenue	$ 17,700.00	(A2)
Expenditures	$ 35,100.05	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Email approval attached — 5/28/2021

Sponsor's Signature — **Date**

X Beth Gilbert (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**700 BA Freshman Academy**
ACCOUNT NAME & PROJECT:	**818 SAF BAND**
PROGRAM (ONLY for 893-Club Accounts):	**SELECT PROGRAM (ONLY FOR PROJECT 893)**

Please check one:

X	**NEW**
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	**$ -**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 5.00
2021-2022	Transportation expenses; Travel expenses; Lodging	$ 2,000.00
2021-2022	Repairs & Maintenance Services; Instrument repairs/parts/overhauls	$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	$ 2,000.00
2021-2022	Contracted Services; Other Professional Services	$ 10.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Master/sectional teachers	$ 3,085.00
	Total Expenditures	**$ 8,100.00**

Form completed on 5/28/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Friday, May 28, 2021 9:56 AM
To: Otto, Kelle E
Subject: RE: Band BAFA req sheet

Approved.
I'm so sorry for the hassle.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission...Every student, Every day

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 850.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Appliances, Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 850.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 850.00	**(A2)**
Expenditures	$ 850.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Amy Myers — 5/10/2021

Sponsor's Signature — Date

Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

X A Elizabeth Gilbert — 5/10/2021

Activity Fund Custodian's Signature — Date

Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 800.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 800.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 250.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 1,200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 3,800.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen Products & Supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 90.13
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 500.00
2021-2022	Uniforms; T-shirts	$ 250.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 350.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 7,250.00
	Total Expenditures	**$ 9,040.13**

Beginning Fund Balance	**$ 5,240.13**	**(A1)** From Report**
Revenue	**$ 3,800.00**	**(A2)**
Expenditures	**$ 9,040.13**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Jason Shores (Email approval attached) — 5/27/2021

Jason Shores
Activity Sponsor — **Date**

X Beth Gilbert (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 100.00
2021-2022	Transportation expenses; Travel expenses	$ 500.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 500.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 400.00
2021-2022	Repairs & Maintenance Services	$ 100.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Play rights and scripts	$ 2,500.00
2021-2022	Building Materials; Set construction, Paint	$ 2,000.00
2021-2022	Show posters; Programs	$ 300.00
2021-2022	Props; Set Dressings	$ 500.00
2021-2022	Cleaning, Maintenance supplies	$ 100.00
	Total Expenditures	**$ 7,250.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Thursday, May 27, 2021 1:38 PM
To: Otto, Kelle E
Subject: FW: Activity Club Form
Attachments: Project 844 (SAF Drama) 1.xlsx

Please find the SAF attached for drama at BAFA. It has my approval.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission...Every student, Every day

From: Shores, Jason
Sent: Wednesday, May 26, 2021 4:08 PM
To: Gilbert, Beth <bgilbert@baschools.org>
Subject: Activity Club Form

I tried to sign this but couldn't get it to work. I did update the title with my name and listing as activity sponsor.

Thank you!!

Jason Shores

Broken Arrow Freshman Academy

Drama Teacher

918.259.4330

jshores@baschools.org

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	859 SAF FOREIGN LANGUAGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,325.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,325.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,325.00	**(A2)**
Expenditures	$ 1,325.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Angie Collier — 5/25/2021

Sponsor's Signature — Date

Signed by: 488092ab-5329-4937-9a17-279700e4ea1e

X Beth Gilbert (Email approval attached) — 5/25/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	859 SAF FOREIGN LANGUAGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 5/25/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Tuesday, May 25, 2021 8:10 AM
To: Otto, Kelle E
Subject: FW: Activities funs paperwork
Attachments: Project 859 (SAF Foreign Language) 2021.xlsx

Kelly,
I'm going to send this to you as is with my approval. When I try and save it, the program says it will remove signatures.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission…Every student, Every day

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Books Fairs	$ 200.00
2021-2022	Dues & Fees; Fines; Lost/Damaged books and materials	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Grants	$ 50.00
2021-2022	Read-a-thons	$ 25.00
2021-2022	Sticker Sales; Food Item Sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 900.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies; Copy supplies & paper	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 25.00
2021-2022	Appliances, Furniture & Fixtures <$5,000; Book racks	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Professional Development	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Author visits; Special Guests; Speakers; Honorariums; Clinicians; Tutors	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 900.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 900.00	**(A2)**
Expenditures	$ 900.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Gina Rackley — 5/10/2021

Sponsor's Signature
Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Date

X A Elizabeth Gilbert — 5/10/2021

Activity Fund Custodian's Signature
Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Date

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Purposes for which Grants were received	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special Projects/Events	$ 75.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 625.00
	Total Expenditures	**$ 1,425.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,425.00	**(A2)**
Expenditures	$ 1,425.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Email approval attached — 5/27/2021 (Date)

Sponsor's Signature

X Beth Gilbert (Email approval attached) — 5/27/2021 (Date)

Activity Fund Custodian's Signature

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	$ 75.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Yearbooks	$ 50.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	Incentives; Bereavement items; Appreciation	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 50.00
	Total Expenditures	**$ 625.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Thursday, May 27, 2021 2:40 PM
To: Otto, Kelle E
Subject: FW: For your signature
Attachments: Copy of Project 938 (FAF TeacherStaff Activity).xlsx; Copy of Project 892 (SAF Student Raised Funds) (002).xlsx

FAF and SAF from BAFA – approved.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission…Every student, Every day

From: Parkhurst, Luanne
Sent: Thursday, May 27, 2021 2:36 PM
To: Gilbert, Beth <bgilbert@baschools.org>
Subject: For your signature

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**700 BA Freshman Academy**
ACCOUNT NAME & PROJECT:	**893 SAF CLUB ACCOUNTS**
PROGRAM (ONLY for 893-Club Accounts):	**923 KEY**

Please check one:

X	**NEW**
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 200.00
2021-2022	Catalog/Brochure Sales	$ 100.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 200.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,275.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Petty Cash	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Copy supplies and paper and printing	$ 100.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 150.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 200.00
2021-2022	Refunds; Reimbursements	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 1,275.00**

Beginning Fund Balance	**$ -**	**(A1) From Report****
Revenue	**$ 1,275.00**	**(A2)**
Expenditures	**$ 1,275.00**	**(B1)**
Ending Fund Balance	**$ -**	**(B2) (A1+A2-B1=B2)**

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

X Angie Meservy — 5/26/2021

Sponsor's Signature — **Date**

Signed by: d38977ac-f6a7-4618-aa08-a52450f72c16

X Beth Gilbert (Email approval attached) — 5/26/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/26/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Wednesday, May 26, 2021 1:37 PM
To: Otto, Kelle E
Subject: FW: worksheets
Attachments: Project 893-923 (SAF Key Club).xlsx; Project 934 (SAF Student Council).xlsx

Kelle,
Please see the attached project sheets for Key Club and StuCo at BAFA – they have my approval.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission…Every student, Every day

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Holiday Grams/Candy Grams	$ 50.00
2021-2022	Holiday Toy Drive Donations	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Canned Food Drive Donations	$ 50.00
2021-2022	Special Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Appreciation; Prizes	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,500.00	**(A2)**
Expenditures	$ 1,500.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Email approval attached — 5/28/2021

Sponsor's Signature — **Date**

X Beth Gilbert (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Legacy Project	$ 50.00
2021-2022	Community Giveback	$ 25.00
2021-2022	Homecoming Project	$ 25.00
	Total Expenditures	$ 550.00

Form completed on 5/28/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Friday, May 28, 2021 2:55 PM
To: Otto, Kelle E; Myers, Amy W
Subject: RE: Budget Guidelines - Project 897

approved

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission...Every student, Every day

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Insurance Payments	$ 38,000.00
2021-2022	Chromebook repair/Replacement Fees	$ 2,500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 40,500.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Chromebook parts	$ 38,000.00
2021-2022	Year-end payment to General Fund	$ 2,300.00
2021-2022	Petty Cash	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 40,500.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 40,500.00	(A2)
Expenditures	$ 40,500.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Sarah J. Galbreath — 5/13/2021

Sponsor's Signature — Date

Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

X A Elizabeth Gilbert — 5/13/2021

Activity Fund Custodian's Signature — Date

Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Form completed on 5/13/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	910 DA PARKING PERMITS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Dues & Fees; Fines	$ 100.00
2021-2022	Parking Permit Fees	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 250.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Permits and warning stickers, rearview mirror parking tags	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 250.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 250.00	**(A2)**
Expenditures	$ 250.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Amy Myers — 5/10/2021

Sponsor's Signature
Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Date

X A Elizabeth Gilbert — 5/10/2021

Activity Fund Custodian's Signature
Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Date

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 500.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 200.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 500.00
2021-2022	Reimbursements; Refunds	$ 200.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 100.00
2021-2022	Candy and popcorn sales	$ 500.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Tickets sales, dances, special events	$ 2,000.00
2021-2022	Special Events	$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 5,450.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	DJ services	$ 1,000.00
2021-2022	Rentals; Lease Services	$ 1,000.00
2021-2022	Decorations	$ 1,000.00
2021-2022	Copy supplies and paper,& printing	$ 300.00
2021-2022	contracted Services	$ 150.00
2021-2022	Candy and popcorn	$ 500.00
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 100.00
2021-2022	Technology-related supplies, small equipment & software	$ 175.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations	$ 200.00
2021-2022	Refunds; Reimbursements	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 425.00
	Total Expenditures	**$ 5,450.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 5,450.00	(A2)
Expenditures	$ 5,450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Angie Meservy — 5/26/2021

Sponsor's Signature — Date

Signed by: d38977ac-f6a7-4618-aa08-a52450f72c16

X Beth Gilbert (Email approval attached) — 5/26/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 75.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
	Total Expenditures	$ 425.00

Form completed on 5/26/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Wednesday, May 26, 2021 1:37 PM
To: Otto, Kelle E
Subject: FW: worksheets
Attachments: Project 893-923 (SAF Key Club).xlsx; Project 934 (SAF Student Council).xlsx

Kelle,
Please see the attached project sheets for Key Club and StuCo at BAFA – they have my approval.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission…Every student, Every day

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit Item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 100.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 950.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Kitchen products & supplies; Lounge supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; recognition; incentives; appreciation	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms	$ 50.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 950.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 950.00	**(A2)**
Expenditures	$ 950.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Email approval attached — 5/27/2021

Sponsor's Signature — **Date**

X Beth Gilbert (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 25.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/27/2021

Otto, Kelle E

From: Gilbert, Beth
Sent: Thursday, May 27, 2021 2:40 PM
To: Otto, Kelle E
Subject: FW: For your signature
Attachments: Copy of Project 938 (FAF TeacherStaff Activity).xlsx; Copy of Project 892 (SAF Student Raised Funds) (002).xlsx

FAF and SAF from BAFA – approved.

Beth Gilbert, M. Ed
Principal
Broken Arrow Freshman Academy
918-259-4330, Ext. 2807
Practicing the Mission...Every student, Every day

From: Parkhurst, Luanne
Sent: Thursday, May 27, 2021 2:36 PM
To: Gilbert, Beth <bgilbert@baschools.org>
Subject: For your signature

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	700 BA Freshman Academy
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 200.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations; Payment to United Way	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 200.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 200.00	**(A2)**
Expenditures	$ 200.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Amy Myers — 5/12/2021

Sponsor's Signature
Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Date

X A Elizabeth Gilbert — 5/12/2021

Activity Fund Custodian's Signature
Signed by: 5d25d8d8-9c50-48a9-945d-dcc37bdde62d

Date

Form completed on 5/12/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 100.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Tournament Profit	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,425.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 600.00
	Total Expenditures	$ 1,425.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 1,425.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Holden S. Rowe — 5/12/2021
Date

Sponsor's Signature
Signed by: 6fefc542-3e66-4ecf-861a-dcdee96c1842

X Crystal Boerl — 5-24-21
Date

Activity Fund Custodian's Signature

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Tournament Hosting Fees	$ 50.00
2021-2022	Buzzer System	$ 50.00
	Total Expenditures	$ 600.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	804 DA ADVANCED PLACEMENT
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations, Gifts	$ 250.00
2021-2022	Dues & fees, Registration fees, Name badges, Rental fees	$ 200.00
2021-2022	Restaurant profit sharing	$ 300.00
2021-2022	Interest, Commissions	$ 400.00
2021-2022	Reimbursements, Refunds	$ 300.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,450.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals, Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable, Name Badges	$ 50.00
2021-2022	Books: magazines, newspapers, periodicals, subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms, T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments, Meals, Appreciation, Incentives	$ 50.00
2021-2022	Dues & Fees, Registrations, Licensing Fees, Bank fees	$ 50.00
2021-2022	Donations, Scholarships	$ 50.00
2021-2022	Refunds, Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	$ 1,450.00

Beginning Fund Balance	$ -	(A1) from Report**
Revenue	$ 1,450.00	(A2)
Expenditures	$ 1,450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1-B2)

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

x Kim Garrett — 6/2/21
Sponsor's Signature — Date

x Crystal Kool — 6-8-21
Activity Fund Custodian's Signature — Date

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	804 DA ADVANCED PLACEMENT
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	$ 50.00
2021-2022	Professional Development; Certifications	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	AP Testing; AP Test Expenses	$ 50.00
2021-2022	Instructional Materials & Supplies	$ 50.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 50.00
2021-2022	Test fees for Free & Reduced Program	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 6/8/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 250.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 200.00
2021-2022	School Pictures; Yearbooks	$ 300.00
2021-2022	Interest; Commissions	$ 400.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,400.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software; Cameras	$ 150.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,400.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,400.00	(A2)
Expenditures	$ 1,400.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

Ashley Spencer
Sponsor's Signature

6/1/21
Date

Crystal Kaee
Activity Fund Custodian's Signature

6-2-21
Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	809 SAF STUDENT ACTIVITIES
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 15,000.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 1,000.00
2021-2022	Food item sales; Clothing & accessories sales; Spirit item sales; Art sales; Calendar or other special items sales	$ 1,000.00
2021-2022	Reimbursements; Refunds	$ 500.00
2021-2022	Interest; Commissions	$ 100.00
2021-2022	Restaurant profit sharing	$ 3,000.00
2021-2022	Car Wash Fundraisers	$ 2,000.00
2021-2022	Concession Sales; Accessory Sales	$ 2,000.00
2021-2022	Ticket Sales; Admission Costs	$ 15,000.00
2021-2022	All Access, Activity and Athletic Passes for Students	$ 26,000.00
2021-2022	Special Events	$ 3,000.00
2021-2022	Amazon Fundraiser; Scratch Off Fundraiser	$ 1,000.00
2021-2022	Lawn and garden services fundraiser	$ 1,000.00
2021-2022	Advertising sales	$ 1,000.00
2021-2022	Donations; Gifts (Make A Wish, St. Jude, SPED, etc)	$ 10,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 82,000.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 3,000.00
2021-2022	Rentals; Lease Services	$ 8,000.00
2021-2022	Communication Services	$ 1,500.00
2021-2022	Printing & Binding; Copying Services	$ 1,000.00
2021-2022	Copy supplies and paper	$ 1,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 500.00
2021-2022	Kitchen products & supplies	$ 1,000.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 3,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 500.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 3,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 1,500.00
2021-2022	Uniforms; T-shirts; Costumes	$ 3,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Prizes	$ 5,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 2,500.00
2021-2022	Donations; Gifts (Make A Wish, St. Jude, SPED, etc)	$ 10,000.00
2021-2022	Refunds; Reimbursements	$ 2,500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 35,000.00
	Total Expenditures	$ 82,000.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 82,000.00	(A2)
Expenditures	$ 82,000.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

Christian Welborn
Sponsor's Signature

5/28/2021
Date

x Crystal Boerl
Activity Fund Custodian's Signature

6-2-21
Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	809 SAF STUDENT ACTIVITIES
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 1,000.00
2021-2022	Transportation expenses; Travel expenses	$ 4,000.00
2021-2022	Lodging	$ 1,000.00
2021-2022	Fundraiser Expenses	$ 2,500.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,500.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 1,500.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses, Other personnel costs	$ 4,000.00
2021-2022	Repairs & Maintenance Services	$ 1,500.00
2021-2022	Contracted Services; Other Professional Services (DJ, PhotoBooth, Virtual Reality Booth, Pipe & Drape, Retreat Facility, etc.)	$ 15,000.00
2021-2022	Outside Improvements	$ 1,000.00
2021-2022	Cleaning, Maintenance supplies	$ 1,000.00
2021-2022	Ticket Sales	$ 1,000.00
	Total Expenditures	$ 35,000.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

		Please check one:	
SCHOOL SITE:	720 BA Senior High School	X	NEW
ACCOUNT NAME & PROJECT:	811 SAF ART		REVISED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)		

REVENUE			EXPENDITURES		
Fiscal Year	Deposits	Estimated Amount	Fiscal Year	Expenses	Estimated Amount
2021-2022	Art Supply Sales; Art Camp; Art Field Trip	$ 300.00	2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees; Fines; Registrations; Rental Fees	$ 450.00	2021-2022	General Supplies	$ 50.00
2021-2022	Donations; Gifts	$ 100.00	2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00	2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 25.00
2021-2022	Catalog/Brochure Sales	$ 50.00	2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00	2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Reimbursements; Refunds	$ 50.00	2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Interest; Commissions	$ 50.00	2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00	2021-2022	Copy supplies & paper	$ 25.00
2021-2022	Special Projects/Events	$ 50.00	2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Purple Glaze or No-Pinot Palette Event	$ 50.00	2021-2022	Special Guests; Speakers; Clinicians; Tutors; Artists	$ 50.00
2021-2022	Concession Sales	$ 50.00	2021-2022	Dues & Fees; Registrations; Licensing fees	$ 300.00
			2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 50.00
			2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
			2021-2022	Petty Cash; Donations	$ 50.00
			2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed			Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -		Total from Page 2	$ 150.00
	Total Revenue	$ 1,300.00		Total Expenditures	$ 1,300.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,300.00	(A2)
Expenditures	$ 1,300.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

x Dawn Kennedy — 5/28/2021
Sponsor's Signature — Date

x [signature] — 5-28-21
Activity Fund Custodian's Signature — Date

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

		Please check one:	
SCHOOL SITE:	720 BA Senior High School	X	NEW
ACCOUNT NAME & PROJECT:	811 SAF ART		REVISED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)		

REVENUE			EXPENDITURES		
Fiscal Year	Deposits	Estimated Amount	Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:			Continued from Page 1:	
			2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
			2021-2022	Uniforms; T-shirts	$ 50.00
			2021-2022	Special Purchases/Projects	$ 50.00
	Total Revenue	$ -		Total Expenditures	$ 150.00

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,450.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	$ 1,450.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,450.00	(A2)
Expenditures	$ 1,450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 5-28-2021
Sponsor's Signature — Date

X _____ 6-2-21
Activity Fund Custodian's Signature — Date

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases	$ 50.00
2021-2022	Music	$ 25.00
2021-2022	Recordings & Recording expenses	$ 25.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 850.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Appliances, Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 850.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 850.00	(A2)
Expenditures	$ 850.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long
Pam Long
Sponsor's Signature

5/20/2021
Date

X Crystal Bond
Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	835 SAF COMMUNITY ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 500.00
2021-2022	Catalog/Brochure Sales	$ 300.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 200.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,350.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts; Costumes; Merchandise	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Appreciation, Incentives	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	**$ 1,350.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,350.00	(A2)
Expenditures	$ 1,350.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Pam Long — 5/20/2021

Pam Long
Sponsor's Signature — Date

X Crystal Kaul — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	835 SAF COMMUNITY ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Equipment	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 550.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	843 SAF DECA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Student payments (Travel, registrations, etc.)	$ 50.00
2021-2022	Sponsor Letters	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,500.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 625.00
	Total Expenditures	$ 1,500.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 1,500.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X DEBRA COFFEY — 5/28/2021

Sponsor's Signature — Date

Signed by: 84cf2b99-56bd-404f-9b79-d5f7b5a7c7a7

X Crystal L Boerl — 5-28-21

Activity Fund Custodian's Signature — Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	843 SAF DECA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 50.00
2021-2022	Homecoming Float Supplies	$ 75.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 625.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Fundraising Showcase	$ 50.00
2021-2022	Roller Skating Profit Sharing; Spirit Nights Profit Sharing	$ 75.00
2021-2022	Program shout outs; Business Ads	$ 50.00
2021-2022	Car washes	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,675.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts; Costumes; Merchandise	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,675.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,675.00	(A2)
Expenditures	$ 1,675.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Jana E. Ellis — 5/28/2021
Sponsor's Signature — Date
Signed by: csc.beap.bc.yahoo.com

X [signature] — 6-8-21
Activity Fund Custodian's Signature — Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Play rights and scripts; Deposits; Production rights	$ 50.00
2021-2022	Building Materials; Set construction	$ 25.00
2021-2022	Machinery; Supplies for the Scene Shop (Stage Crafts)	$ 25.00
2021-2022	Lighting & Sound equipment; replacement parts	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Show posters; Programs	$ 25.00
2021-2022	Props; Set Dressings	$ 50.00
	Total Expenditures	$ 700.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	845 DA EXCELERATE PROGRAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Tuition Fees	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 350.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Payments to Colleges	$ 50.00
2021-2022	Tuition Reimbursement	$ 50.00
2021-2022	Refunds/Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 350.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 350.00	(A2)
Expenditures	$ 350.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long

Pam Lond
Sponsor's Signature

5/20/2021
Date

X Crystal Bond

Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	851 SAF BPA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 150.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts; Costumes; Merchandise	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Appreciation, Incentives	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 525.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 1,500.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long — 6-9-21

Sponsor's Signature — Date

X — 6/14/21

Activity Fund Custodian's Signature — Date

Form completed on 6/9/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	851 SAF BPA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Equipment	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
	Total Expenditures	$ 525.00

Form completed on 6/9/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	853 SAF FFA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Students purchasing FFA t-shirts, ball caps	$ 2,500.00
2021-2022	Students paying for entry fees (Tulsa State Fair, OYE)	$ 2,000.00
2021-2022	Fall Blue and Gold Sausage Sales and T &D Meat Sales	$ 23,500.00
2021-2022	Fall Flower Sales	$ 2,000.00
2021-2022	Donations	$ 1,500.00
2021-2022	Dues and membership fees	$ 2,000.00
2021-2022	Students purchasing items from National FFA (jackets, ties, scarfs)	$ 1,500.00
2021-2022	Winter Flower Sales	$ 2,000.00
2021-2022	Spring Flower Sales	$ 2,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 39,000.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 2,000.00
2021-2022	Co-Curricular copy supplies and paper	$ 200.00
2021-2022	Students purchasing items from National FFA (jackets, ties, scarves)	$ 1,500.00
2021-2022	Kitchen products and supplies (paper plates, cups, etc.)	$ 1,000.00
2021-2022	General Supplies 5000 non-durable (pencils, pens, ect)	$ 300.00
2021-2022	FFA Meeting Expenses Food, Decorations	$ 1,500.00
2021-2022	Furniture and Fixtures, small	$ 1,000.00
2021-2022	Technology related supplies, small equipment and software	$ 1,000.00
2021-2022	Uniforms- FFA tshirt, ball caps	$ 2,000.00
2021-2022	State FFA Convention, Travel Expenses	$ 3,000.00
2021-2022	Dues and Entry Fees	$ 1,000.00
2021-2022	Fall Blue and Gold Sausage and T&D Meat Purchases	$ 20,000.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments	$ 1,500.00
2021-2022	FFA Banquet Expenses	$ 3,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 39,000.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 39,000.00	(A2)
Expenditures	$ 39,000.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

x Pam Long — 6-2-21

Sponsor's Signature — Date

x Crystal Bard — 6-3-21

Activity Fund Custodian's Signature — Date

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	854 SAF FCCLA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021 2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Movie Night (Tickets, concessions, etc.)	$ 50.00
2021-2022	Laser Tag; Car washes; Holiday Grams	$ 50.00
2021-2022	Computer Match up; Fundraising Dinner	$ 50.00
2021-2022	Service Projects	$ 50.00
2021-2022	Inflatables	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 750.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 100.00
2021-2022	Printing & Binding; Copying services	$ 100.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 100.00
2021-2022	Kitchen products & supplies	$ 1,000.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 100.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts	$ 2,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 150.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 1,000.00
2021-2022	Donations; Scholarships	$ 100.00
2021-2022	Refunds; Reimbursements	$ 218.65
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 3,600.00
	Total Expenditures	$ 9,068.65

Beginning Fund Balance	$ 8,318.65	(A1) From Report**
Revenue	$ 750.00	(A2)
Expenditures	$ 9,068.65	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Shelia Brewster

Sponsor's Signature

5/26/2021

Date

X Crystal Reed

Activity Fund Custodian's Signature

5-28-21

Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	854 SAF FCCLA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 200.00
2021-2022	Transportation; Travel expenses	$ 200.00
2021-2022	Lodging	$ 200.00
2021-2022	Fundraiser Expenses	$ 200.00
2021-2022	Payroll; Employee Pay & Benefits	$ 200.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 200.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 200.00
2021-2022	Repairs & Maintenance Services	$ 200.00
2021-2022	Contracted Services; Other Professional Services	$ 200.00
2021-2022	Cleaning, Maintenance supplies	$ 200.00
2021-2022	Equipment; Replacement of Equipment	$ 200.00
2021-2022	Movie Night expenses	$ 200.00
2021-2022	Food & Supplies	$ 200.00
2021-2022	Event Fees	$ 200.00
2021-2022	Lunch/Dinner at FCCLA Events	$ 200.00
2021-2022	Club Activity Operating Expenses	$ 200.00
2021-2022	Field Trip Expenses	$ 200.00
2021-2022	Professional Development	$ 200.00
	Total Expenditures	$ 3,600.00

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

		Please check one:	
SCHOOL SITE:	720 BA Senior High School	X	NEW
ACCOUNT NAME & PROJECT:	860 SAF FORENSICS		REVISED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)		

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 75.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 1,000.00
2021-2022	Catalog/Brochure Sales	$ 175.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 350.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 100.00
2021-2022	Concession Sales	$ 700.00
2021-2022	Ticket Sales; Camp/Tournament Admission Costs	$ 1,500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 4,050.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services, posters	$ 100.00
2021-2022	Printing & Binding; Copying services	$ 200.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 250.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 200.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 500.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 1,200.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	**$ 4,050.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 4,050.00	(A2)
Expenditures	$ 4,050.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

Crystal Reed — 6/1/21
Sponsor's Signature — Date

X Robin B. Walton — 6/2/21
Activity Fund Custodian's Signature — Date

Form completed on 6/1/21

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

		Please check one:	
SCHOOL SITE:	720 BA Senior High School	X	NEW
ACCOUNT NAME & PROJECT:	860 SAF FORENSICS		REVISED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)		

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors; Judges	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 6/1/21

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	869 DA ID BADGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 150.00
2021-2022	ID Badge sales	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 450.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Payments to Colleges	$ 50.00
2021-2022	Tuition Reimbursement	$ 50.00
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	General Supplies	$ 50.00
2021-2022	Badges	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 450.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 450.00	(A2)
Expenditures	$ 450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long — 5/20/2021

Pam Long
Sponsor's Signature — Date

X Crystal Boal — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	870 SAF INDUSTRIAL ARTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs; Special Events/Projects	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,400.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Shipping	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 600.00
	Total Expenditures	**$ 1,400.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,400.00	(A2)
Expenditures	$ 1,400.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long
Pam Long
Sponsor's Signature

5/20/2021
Date

X Crystal Beard
Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	870 SAF INDUSTRIAL ARTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 600.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	873 SAF JOURNALISM NEWSPAPER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 100.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Store Sales; Merchandise Sales	$ 550.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,450.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	**$ 1,450.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,450.00	(A2)
Expenditures	$ 1,450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

Sponsor's Signature — Date: 6/1/21

Activity Fund Custodian's Signature — Date: 6-2-21

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	873 SAF JOURNALISM NEWSPAPER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	School Store Inventory Expenses; Merchandise	$ 50.00
	Total Expenditures	$ 550.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	874 SAF JUNIOR CLASS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Movie Night	$ 50.00
2021-2022	Junior Class Events	$ 50.00
2021-2022	Ticket Sales (Prom, Jr. events)	$ 65,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 66,600.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 2,500.00
2021-2022	Rentals; Lease Services	$ 30,000.00
2021-2022	Communication Services	$ 100.00
2021-2022	Printing & Binding; Copying services	$ 500.00
2021-2022	Copy supplies and paper	$ 500.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 100.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 1,500.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 250.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 30,600.00
	Total Expenditures	**$ 66,600.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 66,600.00	(A2)
Expenditures	$ 66,600.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Tamatha Ogilvie

Sponsor's Signature
Signed by: 2ac7654d-f4c8-4235-8679-4f5bf4a67d5d

6/1/2021
Date

X

Activity Fund Custodian's Signature

6-2-21
Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	874 SAF JUNIOR CLASS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 30,250.00
2021-2022	Repairs & Maintenance Services	$ 50.00
	Total Expenditures	$ 30,600.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	875 SAF SOPHOMORE BOARD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Accessory Sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Sophomore Class Events	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,600.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 250.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 450.00
	Total Expenditures	$ 1,600.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,600.00	(A2)
Expenditures	$ 1,600.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X M. Pardofski — 5/26/21
Sponsor's Signature — Date

X Crystal Board — 5-28-21
Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	875 SAF SOPHOMORE BOARD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; Officals; Security; Other labor costs/personnel	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
	Total Expenditures	$ 450.00

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Waste Management; Dept. of Defense	$ 175.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,575.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,575.00	(A2)
Expenditures	$ 1,575.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 6-3-21
Sponsor's Signature — Date

X _____ 6-8-21
Activity Fund Custodian's Signature — Date

Form completed on 6/3/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Robotics Competitions; Robot Parts	$ 50.00
	Total Expenditures	$ 700.00

Form completed on 6/3/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	952 ROBOTICS NASA GRANT

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 150.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales; Laser/Vinyl cut items; Camp fundraiser	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Robotics Tournament	$ 175.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,675.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Postage	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 800.00
	Total Expenditures	**$ 1,675.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,675.00	(A2)
Expenditures	$ 1,675.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in iAccounting (Wengage): Options –> Analysis Tools/Reports –> Revenue Expenditure Summary

X Emily Lim — 5/24/2021

Sponsor's Signature — Date

Signed by: Emily Lim

X Crystal Reed — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/24/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	952 ROBOTICS NASA GRANT

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Robotics Competitions; Robot Parts; New Robots	$ 50.00
2021-2022	Botball registration for all elementary teams	$ 50.00
2021-2022	Purposes for which donations were received	$ 50.00
	Total Expenditures	$ 800.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	878 SAF PROJECT GRADUATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 23,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 5,000.00
2021-2022	Catalog/Brochure Sales	$ 1,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 2,000.00
2021-2022	Reimbursements; Refunds	$ 500.00
2021-2022	Interest; Commissions	$ 500.00
2021-2022	Restaurant profit sharing	$ 2,500.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 500.00
2021-2022	Concession Sales; Accessory Sales	$ 2,500.00
2021-2022	Ticket Sales; Admission Costs	$ 1,500.00
2021-2022	Amazon fundraiser; Scratch off fundraiser	$ 1,000.00
2021-2022	Test Drive fundraiser	$ 5,000.00
2021-2022	Graduation Suite Rentals	$ 5,000.00
2021-2022	Advertising Sales	$ 1,000.00
2021-2022	Car Washes; Lawn Services	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 52,000.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 3,000.00
2021-2022	Rentals; Lease Services	$ 7,500.00
2021-2022	Communication Services	$ 1,000.00
2021-2022	Printing & Binding	$ 500.00
2021-2022	Copy supplies and paper	$ 500.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 500.00
2021-2022	Kitchen products & supplies	$ 1,000.00
2021-2022	General Supplies <$5,000 non-durable	$ 2,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 300.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 2,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 1,000.00
2021-2022	Uniforms; T-shirts; Costumes; Merchandise	$ 2,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Appreciation, Incentives	$ 7,500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 1,000.00
2021-2022	Donations	$ 1,000.00
2021-2022	Refunds; Reimbursements	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 20,200.00
	Total Expenditures	**$ 52,000.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 52,000.00	(A2)
Expenditures	$ 52,000.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

Christian Welborn
Sponsor's Signature

5/28/2021
Date

X
Activity Fund Custodian's Signature

6/14/21
Date

Form completed on 6/9/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	878 SAF PROJECT GRADUATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 100.00
2021-2022	Transportation; Travel expenses	$ 1,500.00
2021-2022	Lodging	$ 1,000.00
2021-2022	Fundraiser Expenses	$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 500.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors; Security; Nurses; Other personnel costs	$ 3,000.00
2021-2022	Repairs & Maintenance Services	$ 100.00
2021-2022	Contracted Services; Other Professional Services	$ 10,000.00
2021-2022	Equipment	$ 1,500.00
2021-2022	Cleaning, Maintenance supplies	$ 500.00
	Total Expenditures	$ 20,200.00

Form completed on 6/9/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Books Fairs	$ 200.00
2021-2022	Dues & Fees; Fines; Lost/Damaged books and materials	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Grants	$ 50.00
2021-2022	Read-a-thons	$ 25.00
2021-2022	Sticker Sales; Food Item Sales; Clothing Sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 900.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies; Copy supplies & paper	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 25.00
2021-2022	Appliances, Furniture & Fixtures <$5,000; Book racks	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Professional Development	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Author visits; Special Guests; Speakers; Honorariums; Clinicians; Tutors	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 900.00**

Beginning Fund Balance	$	(A1) From Report**
Revenue	$ 900.00	(A2)
Expenditures	$ 900.00	(B1)
Ending Fund Balance	$	(B2) (A1+A2-B1=B2)

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

X _____ 5/11/21

Sponsor's Signature — Date

X _____ 5/24/21

Activity Fund Custodian's Signature — Date

Form completed on 5/11/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Purposes for which Grants were received	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Special Events, Purchases	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,450.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 75.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 625.00
	Total Expenditures	**$ 1,450.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,450.00	(A2)
Expenditures	$ 1,450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long
Pam Long
Sponsor's Signature

5/20/2021
Date

X Crystal Boord
Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	$ 50.00
2021-2022	Incentives; Bereavement items; Special Events	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
	Total Expenditures	$ 625.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	923 KEY

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,425.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,425.00	**(A2)**
Expenditures	$ 1,425.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Mary Fowler 5/11/2021

Sponsors Signature

Signed by: 82806348-dda0-462a-b2dc-1967a8b27e95

X

Activity Fund Custodian's Signature

5/11/2021

Date

5-24-21

Date

Form completed on 5/11/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	923 KEY

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	934 ZOOLOGY

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 100.00
2021-2022	Field Trip Funds	$ 900.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 2,325.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Travel fees	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Field Trip fees	$ 900.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 125.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 2,325.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 2,325.00	(A2)
Expenditures	$ 2,325.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Holden S. Rowe — 5/12/2021

Sponsor's Signature — Date

Signed by: 6fefc542-3e66-4eef-861a-dcd3e96c1842

X — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/12/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	934 ZOOLOGY

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	940 MOCK TRIAL

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Dues	$ 4,241.00
2021-2022	Fundraising (Candles, Popcorn)	$ 840.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 5,081.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Team Registration	$ 180.00
2021-2022	Bus rental	$ 2,400.00
2021-2022	Substitutes	$ 2,700.00
2021-2022	Team Awards	$ 100.00
2021-2022	Fundraising expenses	$ 585.00
2021-2022	Nationals Competition	$ 5,359.44
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 11,324.44**

Beginning Fund Balance	$	6,243.44	(A1) From Report**
Revenue	$	5,081.00	(A2)
Expenditures	$	11,324.44	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X Chris Nulf 13 May 2021

Sponsor's Signature

5/13/2021

Date

Signed by: d20fb4c1-019b-481d-a41d-[illegible]8a9206899e

X [signature]

Activity Fund Custodian's Signature

5-24-21

Date

Form completed on 5/13/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	948 NATIVE AMERICAN STUDENT ASSOC

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable;	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,425.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 1,425.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 6/8/21
Sponsor's Signature — Date

X _____ 6-8-21
Activity Fund Custodian's Signature — Date

Form completed on 6/8/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	948 NATIVE AMERICAN STUDENT ASSOC

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 6/8/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	950 AP CLUB

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable;	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,425.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 1,425.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Pam Long — 6-2-21
Sponsor's Signature — Date

X Crystal Boerl — 6-3-21
Activity Fund Custodian's Signature — Date

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	950 AP CLUB

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	895 SAF FUTURE MEDICAL PROF. OF B.A.
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 175.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,525.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	**$ 1,525.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,525.00	(A2)
Expenditures	$ 1,525.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Lang — 6-8-21

Sponsor's Signature — Date

X Crystal Karl — 6-8-21

Activity Fund Custodian's Signature — Date

Form completed on 6/8/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	895 SAF FUTURE MEDICAL PROF. OF B.A.
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors; Judges	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 6/8/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	896 SAF NATIONAL HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Special projects/events	$ 125.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,525.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	$ 1,525.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,525.00	(A2)
Expenditures	$ 1,525.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Jill Taylor — 6-3-21

Sponsor's Signature — Date

X Crystal Koch — 6-3-21

Activity Fund Custodian's Signature — Date

Form completed on 6/3/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	896 SAF NATIONAL HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 6/3/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Insurance Payments	$ 150.00
2021-2022	Chromebook repair/Replacement Fees	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 350.00

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Parts; Equipment	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 350.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 350.00	(A2)
Expenditures	$ 350.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Glenn Hyde — May 18,2021
Sponsor's Signature — Date
Signed by: ghyde@baschools.org

X [signature] — 5-24-21
Activity Fund Custodian's Signature — Date

Form completed on 5/18/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	902 SAF JROTC
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 200.00
2021-2022	Admission Costs: Skate night, bowling nights, field trip locations, morale events (Student deposits for events)	$ 2,300.00
2021-2022	Fund Raiser Catalog/Brochure Sales	$ 4,300.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 1,600.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Concession Sales; Drill Competition	$ 750.00
2021-2022	Dues and membership fees	$ 300.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; Car washes	$ 400.00
2021-2022	Ticket Sales; Admission Costs Military ball and morale events; CIA trips	$ 800.00
2021-2022	Special Events, Purchases	$ 200.00
2021-2022	Lost/Damaged Items; Dry Cleaning fees	$ 300.00
2021-2022	Uniform fees and dry cleaning	$ 1,200.00
2021-2022	Air Force reimbursements	$ 5,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 17,450.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Fundraising expenses	$ 200.00
2021-2022	Rentals; Lease Services; Facility Rental	$ 1,000.00
2021-2022	Professional development/travel expenses	$ 50.00
2021-2022	Activty Team Supplies (marksmanship, drill, Aviataion, APT)	$ 600.00
2021-2022	Kitchen products & supplies	$ 350.00
2021-2022	General Supplies <$5,000 non-durable and substitute costs	$ 1,000.00
2021-2022	Military Ball expenses (disc jockey, photographer, food, supplies,decorations	$ 3,000.00
2021-2022	Refunds; Reimbursements	$ 250.00
2021-2022	Technology-related supplies, small equipment & software	$ 300.00
2021-2022	Uniforms; T-shirts; Dry Cleaning; Tailoring	$ 1,200.00
2021-2022	Transportation (Field Trips/compeitions)	$ 2,000.00
2021-2022	Box Lunches for Field Trips	$ 700.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 800.00
2021-2022	Dues & Fees; Competition and Other Registrations/Entry Fee; Licensing Fees; Bank fees	$ 2,000.00
2021-2022	JROTC Morlae activities (Skate night, bowling night) and clothing (Sweats, hoodies, etc)	$ 2,000.00
2021-2022	Summer Leadreship School (Fees bus, rooms, food(	$ 3,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	
	Total Expenditures	**$ 18,450.00**

Beginning Fund Balance	$	1,000.00	(A1) From Report**
Revenue	$	17,450.00	(A2)
Expenditures	$	18,450.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X Walter Gagajewski
Walter Gagajewski
Sponsor's Signature
Signed by: f01b433b-6a0f-4f87-ba58-bda2ed3dad21

5/21/2021
Date

X
Activity Fund Custodian's Signature

5-26-21
Date

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 300.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 75.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Honorariums	$ 50.00
2021-2022	Admission Fees; Ticket Sales	$ 50.00
2021-2022	Plant Sales; Sponsorships; Orchestra Clinics	$ 50.00
2021-2022	Summer Strings Academy Event	$ 50.00
2021-2022	Dine Out Nights	$ 50.00
2021-2022	Travel Expenses; Uniforms	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,550.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	$ 1,550.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,550.00	(A2)
Expenditures	$ 1,550.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 5-28-21

Sponsor's Signature — Date

X _____ 6-8-21

Activity Fund Custodian's Signature — Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument Repairs	$ 50.00
2021-2022	Music	$ 25.00
2021-2022	Incentives; Scholarships	$ 25.00
	Total Expenditures	$ 550.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	906 DA PSAT/SAT
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one.

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees, Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales, Clothing sales; Spirit item sales, Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 250.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	Student Registration for Exams	$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,525.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals, Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable;	$ 50.00
2021-2022	Books, magazines, newspapers, periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations, Licensing Fees, Bank fees	$ 50.00
2021-2022	Donations, Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 600.00
	Total Expenditures	**$ 1,525.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,525.00	(A2)
Expenditures	$ 1,525.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Kim Garrett — 6/2/21
Sponsor's Signature — Date

X Crystal Ford — 6-8-21
Activity Fund Custodian's Signature — Date

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	906 DA PSAT/SAT
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Testing Booklets	$ 50.00
2021-2022	Testing Fees (for Free & Reduced Program, etc.)	$ 50.00
	Total Expenditures	$ 600.00

Form completed on 6/8/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	907 DA PTA DONATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,000.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Copy supplies & paper	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals; Incentives; Appreciation	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements; Beautification projects	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 300.00
	Total Expenditures	**$ 1,000.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,000.00	(A2)
Expenditures	$ 1,000.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long — 5/20/2021

Pam Long
Sponsor's Signature — Date

X Crystal Baek — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	907 DA PTA DONATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Kitchen products & supplies	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
2021-2022	Special Guests, Speakers, Substitutes; Clinicians; Tutors	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
	Total Expenditures	$ 300.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	910 DA PARKING PERMITS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Dues & Fees; Fines	$ 150.00
2021-2022	Parking Permit sales	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 450.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Permits and warning stickers	$ 100.00
2021-2022	Security	$ 50.00
2021-2022	ID production equipment and supplies	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 450.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 450.00	(A2)
Expenditures	$ 450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Pam Long
Pam Long
Sponsor's Signature

5/20/2021
Date

X Crystal Reed
Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	926 SAF SENIOR CLASS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 10,000.00
2021-2022	Admission Costs (Dances, carnivals, parties, plays or other) Please list here: Community Movie Night	$ 500.00
2021-2022	Clothing Sales: Senior T-Shirt, Caps, Sweatshirts	$ 1,000.00
2021-2022	Special Projects/Events: Egg My Yard, Senior Skate Night	$ 1,000.00
2021-2022	Restaurant Profit Sharing (spirit nights, etc.)	$ 1,000.00
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 13,500.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Contracted Services; Other Professional Services	$ 1,550.00
2021-2022	co-curricular copy supplies and paper	$ 1,000.00
2021-2022	Fundraising Expenses	$ 3,500.00
2021-2022	Kitchen products and supplies (paper plates, cups, etc.)	$ 3,000.00
2021-2022	General supplies <$5,000 non-durable (pencils, pens, etc.)	$ 2,000.00
2021-2022	Rentals: Graduation rental	$ 8,000.00
2021-2022	Donations	$ 2,000.00
2021-2022	Technology related supplies, small equipment, & software	$ 1,600.00
2021-2022	Refunds/Reimbursements	$ 1,000.00
2021-2022	Awards/Gifts/Decorations/Refreshments/Regalia	$ 3,000.00
2021-2022		
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; Officals; Security; Judges; Choreographers; Labor costs	$ 2,000.00
2021-2022	Petty Cash	$ 577.09
2021-2022		
2021-2022		
2021-2022		
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 29,227.09**

Beginning Fund Balance	$ 15,727.09	(A1) From Report**
Revenue	$ 13,500.00	(A2)
Expenditures	$ 29,227.09	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Alice Heckler — 05.27.21

Sponsor's Signature — Date

Signed by: 1b7195c9-9574-48bd-a3af-4eeff3cf5680

X — 5-28-21

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 15,000.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 2,000.00
2021-2022	Catalog/Brochure Sales	$ 1,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales; Calendar or other special items sales	$ 7,000.00
2021-2022	Reimbursements; Refunds	$ 500.00
2021-2022	Interest; Commissions	$ 500.00
2021-2022	Restaurant profit sharing	$ 3,000.00
2021-2022	Car Wash Fundraisers	$ 2,000.00
2021-2022	Concession Sales; Accessory Sales	$ 2,000.00
2021-2022	Ticket Sales; Admission Costs	$ 15,000.00
2021-2022	All Access, Activity and Athletic Passes for Students	$ 26,000.00
2021-2022	Special Events	$ 3,000.00
2021-2022	Amazon Fundraiser; Scratch Off Fundraiser	$ 1,000.00
2021-2022	Lawn and garden services fundraiser	$ 1,000.00
2021-2022	Advertising sales	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 80,000.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials; Spirit Flags & Accessories	$ 3,000.00
2021-2022	Rentals; Lease Services	$ 10,000.00
2021-2022	Communication Services; Data Plan	$ 1,500.00
2021-2022	Printing & Binding; Copying Services	$ 1,000.00
2021-2022	Copy supplies and paper	$ 1,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 500.00
2021-2022	Kitchen products & supplies	$ 1,000.00
2021-2022	General Supplies <$5,000 non-durable	$ 3,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 500.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 3,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 1,500.00
2021-2022	Uniforms; T-shirts; Costumes; Clothing Items & Accessories	$ 3,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation	$ 10,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 2,500.00
2021-2022	Donations; Scholarships	$ 3,000.00
2021-2022	Refunds; Reimbursements	$ 2,500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 33,000.00
	Total Expenditures	**$ 80,000.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 80,000.00	(A2)
Expenditures	$ 80,000.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

Christian Welborn
Sponsor's Signature

5/28/2021
Date

x Crystal Reed
Activity Fund Custodian's Signature

6-2-21
Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 1,000.00
2021-2022	Transportation; Travel expenses; Lodging	$ 4,000.00
2021-2022	Cleaning, Maintenance supplies	$ 1,000.00
2021-2022	Fundraiser Expenses	$ 2,500.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,500.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 1,500.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses; Honorariums; Other personnel costs	$ 4,000.00
2021-2022	Repairs & Maintenance Services; School Improvement	$ 1,500.00
2021-2022	Contracted Services; Other Professional Services	$ 15,000.00
2021-2022	Ticket Sales	$ 1,000.00
	Total Expenditures	$ 33,000.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts; Grants	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 50.00
2021-2022	Turkey Trot Fundraiser; Jeans Day Stickers	$ 25.00
2021-2022	Car washes	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 975.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Kitchen products & supplies; Lounge supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms	$ 50.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 175.00
	Total Expenditures	**$ 975.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 975.00	(A2)
Expenditures	$ 975.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Dawn Kennedy — 5/27/21
Sponsor's Signature — Date

X Crystal Ebert — 5-28-21
Activity Fund Custodian's Signature — Date

Form completed on 5/10/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 25.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 25.00
2021-2022	Items as stipulated in Grant or Donation	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 175.00

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	942 DA TEXTBOOKS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Fines	$ 150.00
2021-2022	Lost/Damaged Textbooks	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 350.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Approved Textbook purchases	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 350.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 350.00	(A2)
Expenditures	$ 350.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Pam Long — 5/20/2021

Pam Long
Sponsor's Signature — Date

X Crystal Knox — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	957 SAF FRIENDS & FAMILY ORG.
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 1,325.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,325.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	$ 1,325.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,325.00	(A2)
Expenditures	$ 1,325.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Pam Long

Pam Long
Sponsor's Signature

5/20/2021
Date

X Crystal Beard

Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	957 SAF FRIENDS & FAMILY ORG.
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Purpose for which donations or grants were received	$ 25.00
	Total Expenditures	$ 500.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	967 DA PARKING/TRAFFIC FINES
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Dues & Fees; Fines	$ 150.00
2021-2022	Traffic/Parking Violations	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 450.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 100.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Equipment	$ 100.00
2021-2022	Security	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 450.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 450.00	(A2)
Expenditures	$ 450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long
Pam Long
Sponsor's Signature

5/19/2021
Date

X Crystal Board
Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special projects/events	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 25.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 1,500.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long
Pam Long
Sponsor's Signature

5/19/2021
Date

X Crystal Koerl
Activity Fund Custodian's Signature

5-24-21
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 200.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations; Payment to United Way	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 200.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 200.00	(A2)
Expenditures	$ 200.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long — 5/19/2021

Pam Long
Finance Secretary — Date

X Crystal Koerl — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

		Please check one:	
SCHOOL SITE:	720 BA Senior High School	X	NEW
ACCOUNT NAME & PROJECT:	993 SAF SERVICE LEARNING		REVISED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)		

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Fines	$ 150.00
2021-2022	Ticket Sales; Clothing Sales; Silent Auction; Art Sales	$ 300.00
2021-2022	Food item sales; Spirit item sales	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 600.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Clay & Glaze; Soup ingredients	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Books, magazines, newspapers, subscriptions, periodicals	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments	$ 50.00
2021-2022	Uniforms; T-shirts; Screen printing supplies	$ 50.00
2021-2022	Kitchen Products & Supplies	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 600.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 600.00	(A2)
Expenditures	$ 600.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Dawn Kennedy 5/28/21
Sponsor's Signature — Date

X Crystal Bond 5-28-21
Activity Fund Custodian's Signature — Date

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	720 BA Senior High School
ACCOUNT NAME & PROJECT:	996 DA NIGHT/SUMMER SCHOOL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 400.00
2021-2022	Dues & Fees; Fines; Registrations	$ 150.00
2021-2022	Class/Program tuition	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 750.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes; Tutors; Clinicians; Speakers; Special Guests	$ 50.00
2021-2022	Books, magazines, newspapers, subscriptions, periodicals	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments	$ 50.00
2021-2022	Uniforms	$ 50.00
2021-2022	Co-curricular Materials	$ 50.00
2021-2022	Copy supplies and paper; Printing & Binding	$ 50.00
2021-2022	Repairs & Maintenance	$ 50.00
2021-2022	Rentals, Lease Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 750.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 750.00	(A2)
Expenditures	$ 750.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Pam Long — 5/19/2021

Pam Long
Sponsor's Signature — Date

X [signature] — 5-24-21

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 250.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 250.00
2021-2022	School Pictures; Yearbooks	$ 300.00
2021-2022	Interest; Commissions	$ 400.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,450.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 100.00
2021-2022	Printing & Binding; Copying Services	$ 600.00
2021-2022	Copy supplies and paper	$ 250.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 45.00
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 300.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 51.25
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software; Cameras	300.00\
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations	$ 100.00
2021-2022	Refunds; Reimbursements	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	$ 2,746.25

Beginning Fund Balance	$ 1,296.25	(A1) From Report**
Revenue	$ 1,450.00	(A2)
Expenditures	$ 2,746.25	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

x Edward Campbell — 05/24/2021
Sponsor's Signature — Date

x — 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 50.00
2021-2022	Production fees	$ 50.00
	Total Expenditures	$ 550.00

Form completed on 6/3/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Art Supply Sales; Art Camp; Art Field Trip	$ 300.00
2021-2022	Dues & Fees; Fines; Registrations; Rental Fees	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Concession Sales	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,300.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies	$ 60.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 55.29
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Fundraiser expenses	$ 56.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Copy supplies & paper	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Special Guests; Speakers; Clinicians; Tutors; Artists	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 300.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 70.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	$ 1,366.29

Beginning Fund Balance	$	66.29	(A1) From Report**
Revenue	$	1,300.00	(A2)
Expenditures	$	1,366.29	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X Cindy Rhoades 5/26/21
Sponsor's Signature Date

X [signature] 5/27/21
Activity Fund Custodian's Signature Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Special Purchases/Projects	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales; Equipment Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 2,000.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 400.00
2021-2022	Copy supplies and paper	$ 400.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 200.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 2,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 1,000.00
2021-2022	Uniforms; T-shirts	$ 1,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations	$ 400.00
2021-2022	Refunds; Reimbursements	$ 90.05
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 8,790.05**

Beginning Fund Balance	$ 7,290.05	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 8,790.05	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 5/27/2021

Sponsor's Signature — Date

X _____ 5/27/21

Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases	$ 50.00
2021-2022	Music	$ 25.00
2021-2022	Recordings & Recording expenses	$ 25.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 50.00
2021-2022	Heartland Contest; Frontier City	$ 50.00
	Total Expenditures	$ 700.00

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 850.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 100.00
2021-2022	Co-curricular materials, small equipment	$ 150.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 100.00
2021-2022	Appliances, Furniture & Fixtures	$ 100.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 100.00
2021-2022	General Supplies <$5,000 non-durable	$ 100.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 100.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 500.00
2021-2022	Adaptive Supplies	$ 150.00
2021-2022	Uniforms; Clothing	$ 500.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 250.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 100.00
2021-2022	Dues & Fees; Registrations	$ 100.00
2021-2022	Yearbooks; Pictures	$ 150.00
2021-2022	Contracted Services; Other Professional Services	$ 300.00
2021-2022	Outside Improvements	$ 301.11
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 3,251.11**

Beginning Fund Balance	$ 2,401.11	(A1) From Report**
Revenue	$ 850.00	(A2)
Expenditures	$ 3,251.11	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Linda Allen
Sponsor's Signature

5/26/21
Date

X
Activity Fund Custodian's Signature

5/27/21
Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales; Equipment Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 200.00
2021-2022	Printing & Binding; Copying services	$ 500.00
2021-2022	Copy supplies and paper	$ 400.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 100.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 100.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts; Costumes	$ 2,500.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships	$ 100.00
2021-2022	Refunds; Reimbursements	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 5,823.55
	Total Expenditures	**$ 10,573.55**

Beginning Fund Balance	$	9,073.55	(A1) From Report**
Revenue	$	1,500.00	(A2)
Expenditures	$	10,573.55	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 5/26/21
Sponsor's Signature — Date

X _____ 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 3,000.00
2021-2022	Lodging	$ 1,500.00
2021-2022	Fundraiser Expenses	$ 100.00
2021-2022	Payroll; Employee Pay & Benefits	$ 100.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums; Choreographer	$ 100.00
2021-2022	Repairs & Maintenance Services	$ 100.00
2021-2022	Contracted Services; Other Professional Services	$ 100.00
2021-2022	Instrument Supplies; Instrument purchases	$ 100.00
2021-2022	Music	$ 300.00
2021-2022	Recordings & Recording expenses	$ 155.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 68.55
	Total Expenditures	$ 5,823.55

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 125.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Program shout outs; Business Ads	$ 50.00
2021-2022	Car washes	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,675.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 100.00
2021-2022	Printing & Binding; Copying Services	$ 100.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts; Costumes; Merchandise	$ 2,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	$ 1,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations	$ 100.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,238.42
	Total Expenditures	**$ 6,438.42**

Beginning Fund Balance	$ 4,763.42	(A1) From Report**
Revenue	$ 1,675.00	(A2)
Expenditures	$ 6,438.42	(B1)
Ending Fund Balance	$	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 5/26/2021
Sponsor's Signature — Date

X _____ 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Play rights & scripts;Deposits;Production rights/fees;Play books	$ 500.00
2021-2022	Building Materials; Set construction	$ 25.00
2021-2022	Machinery; Supplies for the Scene Shop (Stage Crafts)	$ 25.00
2021-2022	Lighting & Sound equipment; replacement parts	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Show posters; Programs	$ 63.42
2021-2022	Props; Set Dressings	$ 100.00
2021-2022	Theatre Merchandise	$ 1,000.00
	Total Expenditures	**$ 2,238.42**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Waste Management; Dept. of Defense; Botball Camps	$ 175.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,575.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 100.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 100.00
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	General Supplies <$5,000 non-durable	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 150.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 1,200.00
2021-2022	Donations; Scholarships	$ 80.68
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	$ 3,080.68

Beginning Fund Balance	$ 1,505.68	(A1) From Report**
Revenue	$ 1,575.00	(A2)
Expenditures	$ 3,080.68	(B1)
Ending Fund Balance	$ 0.00	(B2) (A1+A2-B1=B2)

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

X _____ 5/27/24
Sponsor's Signature — Date

X _____ 5/27/24
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Robotics Competitions; Robot Parts	$ 50.00
	Total Expenditures	$ 700.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Books Fairs	$ 200.00
2021-2022	Dues & Fees; Fines; Lost/Damaged books and materials	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Grants	$ 50.00
2021-2022	Read-a-thons	$ 25.00
2021-2022	Sticker Sales; Food Item Sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 900.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 500.00
2021-2022	General Supplies; Copy supplies & paper	$ 100.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 100.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000; Book racks	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Kitchen products & supplies	$ 52.99
2021-2022	Professional Development	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Author visits; Special Guests; Speakers; Honorariums; Clinicians; Tutors; Substitutes	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 100.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 100.00
2021-2022	Petty Cash; Donations	$ 75.00
2021-2022	Co-curricular materials	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 1,752.99**

Beginning Fund Balance	$ 852.99	(A1) From Report**
Revenue	$ 900.00	(A2)
Expenditures	$ 1,752.99	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Sarah Bell — 5/26/2021
Sponsor's Signature — Date

X [signature] — 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Purposes for which Grants were received	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Special Events, Purchases	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 150.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 150.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 700.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Charitable Giving	$ 50.00
2021-2022	Refunds; Reimbursements	$ 52.12
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 725.00
	Total Expenditures	**$ 2,577.12**

Beginning Fund Balance	$ 1,077.12	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 2,577.12	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 5/27/21
Sponsor's Signature — Date

X _____ 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 50.00
2021-2022	Incentives; Bereavement items; Special Events	$ 150.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
	Total Expenditures	$ 725.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	929 SCIENCE OLYMPIAD

Please check one:

- [X] NEW
- [ ] REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 150.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,400.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 100.00
2021-2022	Printing & Binding; Copying Services	$ 200.00
2021-2022	Copy supplies and paper	$ 200.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 500.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 200.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 500.00
2021-2022	Uniforms; T-shirts	$ 250.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 300.00
2021-2022	Donations; Scholarships; Service Projects	$ 100.00
2021-2022	Refunds; Reimbursements	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 955.00
	Total Expenditures	**$ 4,255.00**

Beginning Fund Balance	$ 2,855.00	(A1) From Report**
Revenue	$ 1,400.00	(A2)
Expenditures	$ 4,255.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 5/26/21
Sponsor's Signature — Date

X _____ 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	929 SCIENCE OLYMPIAD

Please check one:

X	NEW
	REVISED

REVENUE			
Fiscal Year		Deposits	Estimated Amount
	Continued from Page 1:		
		Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 400.00
2021-2022	Lodging	$ 155.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 955.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	949 LIFE SKILLS

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 100.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Store Sales; Merchandise Sales	$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,400.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 100.00
2021-2022	Printing & Binding; Copying Services	$ 100.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 1,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 200.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 80.36
2021-2022	Donations; Scholarships; Service Projects	$ 100.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,750.00
	Total Expenditures	**$ 5,280.36**

Beginning Fund Balance	$	3,880.36	(A1) From Report**
Revenue	$	1,400.00	(A2)
Expenditures	$	5,280.36	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X LauraAnn Laughlin 5-26-21
Sponsor's Signature — Date

X 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	949 LIFE SKILLS

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 100.00
2021-2022	Lodging	$ 100.00
2021-2022	Fundraiser Expenses	$ 100.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 100.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 100.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	School Store Inventory Expenses; Merchandise	$ 1,000.00
	Total Expenditures	$ 2,750.00

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Holiday Grams/Candy Grams	$ 50.00
2021-2022	Holiday Toy Drive Donations	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Canned Food Drive Donations	$ 50.00
2021-2022	Special Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,500.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 76.35
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts	$ 1,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Appreciation; Prizes	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 150.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,500.00
	Total Expenditures	$ 4,976.35

Beginning Fund Balance	$	3,476.35	(A1) From Report**
Revenue	$	1,500.00	(A2)
Expenditures	$	4,976.35	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X _____ 6/1/21
Sponsor's Signature — Date

X _____ 6/1/21
Activity Fund Custodian's Signature — Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 2,000.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Legacy Project	$ 50.00
2021-2022	Community Giveback	$ 25.00
2021-2022	Homecoming Project	$ 25.00
	Total Expenditures	$ 2,500.00

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Insurance Payments	$ 150.00
2021-2022	Chromebook repair/Replacement Fees	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 350.00

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 60.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Parts; Equipment	$ 100.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 410.00

Beginning Fund Balance	$ 60.00	(A1) From Report**
Revenue	$ 350.00	(A2)
Expenditures	$ 410.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 5/27/21
Sponsor's Signature — Date

X _____ 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 350.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 75.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Honorariums	$ 50.00
2021-2022	Admission Fees; Ticket Sales	$ 50.00
2021-2022	Plant Sales; Sponsorships; Orchestra Clinics	$ 50.00
2021-2022	Summer Strings Academy Event	$ 50.00
2021-2022	Dine Out Nights	$ 50.00
2021-2022	Travel Expenses; Uniforms	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,600.00**

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 1,500.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 57.95
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 10,362.90
	Total Expenditures	**$ 13,120.85**

Beginning Fund Balance	$	11,520.85	(A1) From Report**
Revenue	$	1,600.00	(A2)
Expenditures	$	13,120.85	(B1)
Ending Fund Balance	$	0.00	(B2) (A1+A2-B1=B2)

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

X _____ 6/1/21
Sponsor's Signature — Date

X _____ 6/1/21
Activity Fund Custodian's Signature — Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 2,500.00
2021-2022	Lodging	$ 2,500.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 500.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 500.00
2021-2022	Repairs & Maintenance Services	$ 1,500.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument Repairs	$ 1,000.00
2021-2022	Music	$ 500.00
2021-2022	Incentives; Scholarships	$ 100.00
2021-2022	Heartland Contest/ Frontier City	$ 112.90
	Total Expenditures	$ 10,362.90

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Car Wash Fundraisers	$ 50.00
2021-2022	Concession Sales; Accessory Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	All Access, Activity and Athletic Passes for Students	$ 50.00
2021-2022	Special Events	$ 25.00
2021-2022	Amazon Fundraiser; Scratch Off Fundraiser	$ 25.00
2021-2022	Grams Sales; Change Drive for Community Service	$ 25.00
2021-2022	Participation Activites (Turkey Bowling, games, etc.)	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials; Spirit Flags & Accessories	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Data Plan	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 175.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts; Costumes; Clothing Items & Accessories	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation	$ 1,200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 1,174.00
	Total Expenditures	**$ 3,349.00**

Beginning Fund Balance	$ 1,849.00	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 3,349.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Sarah Wallace 5/26/21
Sponsor's Signature — Date

X [signature] 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 500.00
2021-2022	Lodging	$ 200.00
2021-2022	Fundraiser Expenses	$ 99.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses; Honorariums; Other personnel costs	$ 50.00
2021-2022	Repairs & Maintenance Services; School Improvement	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Ticket Sales	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
	Total Expenditures	$ 1,174.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit Item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 100.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,000.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Kitchen products & supplies; Lounge supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events	$ 100.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 83.44
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 200.00
	Total Expenditures	**$ 1,133.44**

Beginning Fund Balance	$	133.44	(A1) From Report**
Revenue	$	1,000.00	(A2)
Expenditures	$	1,133.44	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 5/27/21
Sponsor's Signature — Date

X _____ 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE			
Fiscal Year		Deposits	Estimated Amount
	Continued from Page 1:		
		Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 200.00

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Special projects/events	$ 125.00
2021-2022	Laser Engraving	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 100.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 100.00
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	General Supplies <$5,000 non-durable	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 100.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships	$ 60.55
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 900.00
	Total Expenditures	**$ 2,260.55**

Beginning Fund Balance	$ 685.55	(A1) From Report**
Revenue	$ 1,575.00	(A2)
Expenditures	$ 2,260.55	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 5/27/21
Sponsor's Signature — Date

X _____ 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 200.00
2021-2022	Lodging	$ 100.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	$ 900.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 200.00

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations; Payment to United Way	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 200.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 200.00	(A2)
Expenditures	$ 200.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Holly Howe — 5/27/21
Sponsor's Signature — Date

X — 5/27/21
Activity Fund Custodian's Signature — Date

Form completed on 5/26/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	505 Centennial Middle School
ACCOUNT NAME & PROJECT:	994 SAF TIGER CHALLENGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	$ 175.00
2021-2022	Catalog/Brochure Sales; Clothing Sales	$ 50.00
2021-2022	Concession Sales; Admission Costs; Ticket Sales	$ 75.00
2021-2022	Special Projects/Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 550.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 200.00
2021-2022	Fundraiser Expenses	$ 100.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Co-curricular Materials; small equipment	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 100.00
2021-2022	Kitchen Products & Supplies	$ 25.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 100.00
2021-2022	Special guests, Speakers, Substitutes, Clinicians; Tutors	$ 100.00
2021-2022	General Supplies; Copy supplies & Paper	$ 100.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of Equipment	$ 50.00
2021-2022	Refunds & Reimbursements	$ 25.00
2021-2022	Rentals; Lease Services	$ 34.90
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 1,084.90**

Beginning Fund Balance	$ 534.90	(A1) From Report**
Revenue	$ 550.00	(A2)
Expenditures	$ 1,084.90	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 6/1/21
Sponsor's Signature — Date

X _____ 6/1/21
Activity Fund Custodian's Signature — Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 100.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Tournament Profit	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 192.76
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 600.00
	Total Expenditures	**$ 1,642.76**

Beginning Fund Balance	**$ 217.76**	**(A1)** From Report**
Revenue	**$ 1,425.00**	**(A2)**
Expenditures	**$ 1,642.76**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Tournament Hosting Fees	$ 50.00
2021-2022	Buzzer System	$ 50.00
	Total Expenditures	**$ 600.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:37 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 1 of 8
Attachments: ECMS - Project 801 (SAF Academic Team).xlsx; ECMS - Project 807 (SAF Annual) (2).xlsx; ECMS - Project 811 (SAF Art).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:23 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 1 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

x	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 250.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 250.00
2021-2022	School Pictures; Yearbooks; Ad Sales	$ 300.00
2021-2022	Interest; Commissions	$ 400.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,450.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software; Cameras	$ 250.00
2021-2022	Uniforms; T-shirts	$ 250.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 1,593.46
	Total Expenditures	**$ 2,893.46**

Beginning Fund Balance	$ 1,443.46	**(A1)** From Report**
Revenue	$ 1,450.00	**(A2)**
Expenditures	$ 2,893.46	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Cassidy A VanDervoort — 5/28/2021

Sponsor's Signature — Date

Signed by: ae052453-9099-457b-a5b5-d3cda17d6686

X Stacy Replogle (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks	$ 493.46
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 500.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 200.00
2021-2022	Production fees	$ 50.00
	Total Expenditures	$ 1,593.46

Form completed on 5/28/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Friday, May 28, 2021 11:32 AM
To: Otto, Kelle E
Subject: FW: Activity Fund Guideline 807
Attachments: Copy of ECMS - Project 807 (SAF Annual) 052821.xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 11:10 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guideline 807

Mrs. Replogle,

Please review the attached worksheet and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Art Supply Sales; Art Camp; Art Field Trip	$ 300.00
2021-2022	Dues & Fees; Fines; Registrations; Rental Fees	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Purple Glaze or No-Pinot Palette Event	$ 50.00
2021-2022	Concession Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,300.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 25.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Copy supplies & paper	$ 50.22
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Special Guests; Speakers; Clinicians; Tutors; Artists; Substitutes	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 300.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 1,325.22**

Beginning Fund Balance	$ 25.22	(A1) From Report**
Revenue	$ 1,300.00	(A2)
Expenditures	$ 1,325.22	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Lauren Seidenberger — 5/24/2021

Sponsor's Signature — Date

Signed by: 21f52b27-6d70-404f-a1dd-871988b7ffc4

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Special Purchases/Projects	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:37 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 1 of 8
Attachments: ECMS - Project 801 (SAF Academic Team).xlsx; ECMS - Project 807 (SAF Annual) (2).xlsx; ECMS - Project 811 (SAF Art).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:23 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 1 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales; Equipment Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 3,000.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 2,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 2,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 3,000.00
2021-2022	Donations; Scholarships	$ 500.00
2021-2022	Refunds; Reimbursements	$ 441.41
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 12,191.41**

Beginning Fund Balance	$ 10,691.41	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 12,191.41	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Brandon M. Collins — 5/25/2021
Sponsor's Signature — Date
Signed by: 12c0cc40-d785-4d0b-84ff-c2d07540bbd6

X Stacy Replogle (Email approval attached) — 5/27/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases	$ 50.00
2021-2022	Music	$ 25.00
2021-2022	Recordings & Recording expenses	$ 25.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 50.00
2021-2022	Heartland Contest; Frontier City	$ 50.00
	Total Expenditures	**$ 700.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:51 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 2 of 8
Attachments: ECMS - Project 818 (SAF Band).xlsx; ECMS - Project 825 (DA Grants).xlsx; Copy of ECMS - Project 833 (SAF Choir).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:38 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 2 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 850.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 3,105.18
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Appliances, Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 3,905.18**

Beginning Fund Balance	$ 3,055.18	(A1) From Report**
Revenue	$ 850.00	(A2)
Expenditures	$ 3,905.18	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**520 Childers Middle School**
ACCOUNT NAME & PROJECT:	**825 DA GRANTS**
PROGRAM (ONLY for 893-Club Accounts):	**SELECT PROGRAM (ONLY FOR PROJECT 893)**

Please check one:

X	**NEW**
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:51 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 2 of 8
Attachments: ECMS - Project 818 (SAF Band).xlsx; ECMS - Project 825 (DA Grants).xlsx; Copy of ECMS - Project 833 (SAF Choir).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:38 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 2 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 1,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 1,000.00
2021-2022	Catalog/Brochure Sales	$ 1,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales; Equipment Sales	$ 25.00
2021-2022	Special Events/Purchases	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 3,550.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 5,000.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts; Costumes	$ 213.63
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.32
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 5,125.00
	Total Expenditures	**$ 11,088.95**

Beginning Fund Balance	**$ 7,538.95**	**(A1)** From Report**
Revenue	**$ 3,550.00**	**(A2)**
Expenditures	**$ 11,088.95**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X JoAnn Barker — 5/24/2021
Sponsor's Signature — **Date**
Signed by: 1928bd0d-fc51-4bac-b2bd-350a8b93dbd0

X Stacy Replogle (Email approval attached) — 5/27/2021
Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums; Choreographer	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases	$ 50.00
2021-2022	Music	$ 4,500.00
2021-2022	Recordings & Recording expenses	$ 25.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 50.00
	Total Expenditures	**$ 5,125.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:51 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 2 of 8
Attachments: ECMS - Project 818 (SAF Band).xlsx; ECMS - Project 825 (DA Grants).xlsx; Copy of ECMS - Project 833 (SAF Choir).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:38 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 2 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 125.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Program shout outs; Business Ads	$ 50.00
2021-2022	Car washes	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,675.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 250.00
2021-2022	Rentals; Lease Services	$ 350.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 550.00
2021-2022	Copy supplies and paper	$ 550.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 700.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts; Costumes	$ 575.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 550.00
2021-2022	Pain and supplies for set building	$ 1,700.00
2021-2022	Refunds; Reimbursements	$ 193.39
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 6,918.39**

Beginning Fund Balance	**$ 5,243.39**	**(A1) From Report****
Revenue	**$ 1,675.00**	**(A2)**
Expenditures	**$ 6,918.39**	**(B1)**
Ending Fund Balance	**$ -**	**(B2) (A1+A2-B1=B2)**

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

X Margaret King — 5/26/2021

Sponsor's Signature — **Date**

Signed by: 1a8cb4a6-f8b7-4279-9bcc-ac0aa920b670

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Play rights & scripts;Deposits;Production rights/fees;Play books	$ 50.00
2021-2022	Building Materials; Set construction	$ 25.00
2021-2022	Machinery; Supplies for the Scene Shop (Stage Crafts)	$ 25.00
2021-2022	Lighting & Sound equipment; replacement parts	$ 25.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Show posters; Programs	$ 25.00
2021-2022	Props; Set Dressings	$ 25.00
2021-2022	Theatre Merchandise	$ 25.00
2021-2022	Off-site play tickets	$ 25.00
	Total Expenditures	**$ 700.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:53 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 3 of 8
Attachments: ECMS - Project 844 (SAF Drama).xlsx; Copy of ECMS - Project 877 (SAF Robotics).xlsx; ECMS - Project 889 (DA Media Center).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:41 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 3 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Waste Management; Dept. of Defense; Robotics Camps	$ 175.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,575.00**

Beginning Fund Balance	$	561.64	(A1) From Report**
Revenue	$	1,575.00	(A2)
Expenditures	$	2,136.64	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X Andrew Darrow — 5/25/2021

Sponsor's Signature — **Date**

Signed by: e3452288-999a-4cf0-ab26-9effe23d4b8a

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Robotics competitions; Robot parts	$ 50.00
	Total Expenditures	**$ 700.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:53 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 3 of 8
Attachments: ECMS - Project 844 (SAF Drama).xlsx; Copy of ECMS - Project 877 (SAF Robotics).xlsx; ECMS - Project 889 (DA Media Center).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:41 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 3 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Books Fairs	$ 200.00
2021-2022	Dues & Fees; Fines; Lost/Damaged books and materials	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Grants	$ 50.00
2021-2022	Read-a-thons	$ 25.00
2021-2022	Sticker Sales; Food Item Sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 900.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 1,349.65
2021-2022	General Supplies; Copy supplies & paper	$ 400.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Meals; Incentives; Appreciation	$ 300.00
2021-2022	Appliances, Furniture & Fixtures <$5,000; Book racks	$ 750.00
2021-2022	Technology-related supplies, small equipment & software	$ 700.00
2021-2022	Fundraiser expenses	$ 200.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Professional Development	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Author visits; Special Guests; Speakers; Honorariums; Clinicians; Tutors; Substitutes; Accompanists	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 4,324.65**

Beginning Fund Balance	$ 3,424.65	**(A1)** From Report**
Revenue	$ 900.00	**(A2)**
Expenditures	$ 4,324.65	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Laura Benware — 5/24/2021

Sponsor's Signature — Date

Signed by: 9cf1d9d4-e281-40c7-a2bf-bd606ac832be

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Purposes for which Grants were received	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:53 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 3 of 8
Attachments: ECMS - Project 844 (SAF Drama).xlsx; Copy of ECMS - Project 877 (SAF Robotics).xlsx; ECMS - Project 889 (DA Media Center).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:41 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 3 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Special Events, Purchases	$ 50.00
2021-2022	Consumable Item Sales (Chewies, car tags, parent ID's, etc.)	$ 100.00
2021-2022	Snack/Drink Cart	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,600.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 1,050.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 102.49
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 1,050.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 2,050.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 1,100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships; Charitable Giving	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 1,700.00
	Total Expenditures	**$ 7,652.49**

Beginning Fund Balance	**$ 6,052.49**	**(A1)** From Report**
Revenue	**$ 1,600.00**	**(A2)**
Expenditures	**$ 7,652.49**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 1,050.00
2021-2022	Purposes for which funds were received	$ 75.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Incentives; Bereavement items; Special Events/ Purchases	$ 25.00
2021-2022	Snack/Drink Cart items	$ 25.00
	Total Expenditures	$ 1,700.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:48 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 4 of 8
Attachments: ECMS - Project 892 (SAF Student Raised Funds).xlsx; ECMS - Project 893 - SAF need Program code.xlsx; Copy of ECMS - Project 897 (SAF NJHS).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:35 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 4 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	906 6TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 864.86
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 2,114.86**

Beginning Fund Balance	**$ 689.86**	**(A1) From Report****
Revenue	**$ 1,425.00**	**(A2)**
Expenditures	**$ 2,114.86**	**(B1)**
Ending Fund Balance	**$ -**	**(B2) (A1+A2-B1=B2)**

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

X Melissa Norsworthy (Email approval attached) — 5/28/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	906 6TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 5/28/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Friday, May 28, 2021 11:36 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 52821 1 of 2
Attachments: Copy of ECMS - Project 893-906.xlsx; Copy of ECMS - Project 893-907.xlsx; Copy of ECMS - Project 893-908.xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:12 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 52821 1 of 2

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:14 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines

Hi Kelle!

I have edited 893 to include the program accounts, there are 5 worksheets for the active accounts at Childers. Mrs. Replogle will be sending those to you here in a bit. I am approving as sponsor for the following 893 accounts:

893-906
893-907
893-908
893-929
893-930

I will have our yearbook sponsor edit the 807 worksheet and get it to you today as well. Let me know if you I need to do anything else. 😊

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	907 7TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 484.35
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,734.35**

Beginning Fund Balance	$ 309.35	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 1,734.35	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/28/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**520 Childers Middle School**
ACCOUNT NAME & PROJECT:	**893 SAF CLUB ACCOUNTS**
PROGRAM (ONLY for 893-Club Accounts):	**907 7TH GRADE ACTIVITY**

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	**$ -**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	**$ 500.00**

Form completed on 5/28/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Friday, May 28, 2021 11:36 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 52821 1 of 2
Attachments: Copy of ECMS - Project 893-906.xlsx; Copy of ECMS - Project 893-907.xlsx; Copy of ECMS - Project 893-908.xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:12 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 52821 1 of 2

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:14 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines

Hi Kelle!

I have edited 893 to include the program accounts, there are 5 worksheets for the active accounts at Childers. Mrs. Replogle will be sending those to you here in a bit. I am approving as sponsor for the following 893 accounts:

893-906
893-907
893-908
893-929
893-930

I will have our yearbook sponsor edit the 807 worksheet and get it to you today as well. Let me know if you I need to do anything else. 😊

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	908 8TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 295.37
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,545.37**

Beginning Fund Balance	$ 120.37	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 1,545.37	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/28/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**520 Childers Middle School**
ACCOUNT NAME & PROJECT:	**893 SAF CLUB ACCOUNTS**
PROGRAM (ONLY for 893-Club Accounts):	**908 8TH GRADE ACTIVITY**

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	**$ -**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	**$ 500.00**

Form completed on 5/28/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Friday, May 28, 2021 11:36 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 52821 1 of 2
Attachments: Copy of ECMS - Project 893-906.xlsx; Copy of ECMS - Project 893-907.xlsx; Copy of ECMS - Project 893-908.xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:12 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 52821 1 of 2

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:14 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines

Hi Kelle!

I have edited 893 to include the program accounts, there are 5 worksheets for the active accounts at Childers. Mrs. Replogle will be sending those to you here in a bit. I am approving as sponsor for the following 893 accounts:

893-906
893-907
893-908
893-929
893-930

I will have our yearbook sponsor edit the 807 worksheet and get it to you today as well. Let me know if you I need to do anything else. 😊

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	929 SCIENCE OLYMPIAD

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 550.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 136.63
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 1,886.63**

Beginning Fund Balance	$ 461.63	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 1,886.63	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/28/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**520 Childers Middle School**
ACCOUNT NAME & PROJECT:	**893 SAF CLUB ACCOUNTS**
PROGRAM (ONLY for 893-Club Accounts):	**929 SCIENCE OLYMPIAD**

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	**$ -**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	**$ 500.00**

Form completed on 5/28/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Friday, May 28, 2021 11:34 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 52821 2 of 2
Attachments: Copy of ECMS - Project 893-929.xlsx; Copy of ECMS - Project 893-930.xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:14 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 52821 2 of 2

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:14 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines

Hi Kelle!

I have edited 893 to include the program accounts, there are 5 worksheets for the active accounts at Childers. Mrs. Replogle will be sending those to you here in a bit. I am approving as sponsor for the following 893 accounts:

893-906
893-907
893-908
893-929
893-930

I will have our yearbook sponsor edit the 807 worksheet and get it to you today as well. Let me know if you I need to do anything else. 😊

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	930 SCIENCE

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,425.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 1,050.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 116.68
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 500.00
	Total Expenditures	**$ 2,391.68**

Beginning Fund Balance	$ 966.68	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 2,391.68	(B1)
Ending Fund Balance	$ (0.00)	(B2) (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) 5/28/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**520 Childers Middle School**
ACCOUNT NAME & PROJECT:	**893 SAF CLUB ACCOUNTS**
PROGRAM (ONLY for 893-Club Accounts):	**930 SCIENCE**

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 500.00

Form completed on 5/28/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Friday, May 28, 2021 11:34 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 52821 2 of 2
Attachments: Copy of ECMS - Project 893-929.xlsx; Copy of ECMS - Project 893-930.xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:14 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 52821 2 of 2

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Friday, May 28, 2021 8:14 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines

Hi Kelle!

I have edited 893 to include the program accounts, there are 5 worksheets for the active accounts at Childers. Mrs. Replogle will be sending those to you here in a bit. I am approving as sponsor for the following 893 accounts:

893-906
893-907
893-908
893-929
893-930

I will have our yearbook sponsor edit the 807 worksheet and get it to you today as well. Let me know if you I need to do anything else. 😊

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Holiday Grams/Candy Grams	$ 50.00
2021-2022	Holiday Toy Drive Donations	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Canned Food Drive Donations	$ 50.00
2021-2022	Special Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 250.00
2021-2022	Rentals; Lease Services	$ 250.00
2021-2022	Communication Services	$ 250.00
2021-2022	Printing & Binding; Copying Services	$ 350.00
2021-2022	Copy supplies and paper	$ 250.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 250.00
2021-2022	Kitchen products & supplies	$ 831.18
2021-2022	General Supplies <$5,000 non-durable	$ 150.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 150.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 150.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts	$ 250.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Appreciation; Prizes	$ 250.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 150.00
2021-2022	Donations	$ 150.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	**$ 4,481.18**

Beginning Fund Balance	**$ 2,981.18**	**(A1)** From Report**
Revenue	**$ 1,500.00**	**(A2)**
Expenditures	**$ 4,481.18**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Debbie A. Romo — 5/24/2021
Sponsor's Signature — Date
Signed by: 0b8e4307-0f7b-4f55-a304-396f042ee178

X Stacy Replogle (Email approval attached) — 5/27/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Legacy Project	$ 50.00
2021-2022	Community Giveback	$ 25.00
2021-2022	Homecoming Project	$ 25.00
	Total Expenditures	**$ 550.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:48 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 4 of 8
Attachments: ECMS - Project 892 (SAF Student Raised Funds).xlsx; ECMS - Project 893 - SAF need Program code.xlsx; Copy of ECMS - Project 897 (SAF NJHS).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:35 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 4 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Insurance Payments	$ 150.00
2021-2022	Chromebook repair/Replacement Fees	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 400.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 120.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Parts; Equipment; Repairs	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 50.00
2021-2022	Chromebook accessories; Insurance	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 470.00

Beginning Fund Balance	$	70.00	(A1) From Report**
Revenue	$	400.00	(A2)
Expenditures	$	470.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — Date

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:46 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 5 of 8
Attachments: ECMS - Project 901 (DA One to One).xlsx; ECMS - Project 905 (SAF Orchestra).xlsx; ECMS - Project 907 (DA PTA Donation).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:32 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 5 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 300.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 75.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Honorariums	$ 50.00
2021-2022	Admission Fees; Ticket Sales	$ 50.00
2021-2022	Plant Sales; Sponsorships; Orchestra Clinics	$ 50.00
2021-2022	Summer Strings Academy Event	$ 50.00
2021-2022	Dine Out Nights	$ 50.00
2021-2022	Travel Expenses; Uniforms	$ 50.00
2021-2022	Concession Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,600.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 500.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 233.99
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,000.00
	Total Expenditures	**$ 3,633.99**

Beginning Fund Balance	**$ 2,033.99**	**(A1) From Report****
Revenue	**$ 1,600.00**	**(A2)**
Expenditures	**$ 3,633.99**	**(B1)**
Ending Fund Balance	**$ -**	**(B2) (A1+A2-B1=B2)**

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

X Paul Roberts — 5/27/2021
Sponsor's Signature — **Date**
Signed by: 5971aaa3-b8c3-469a-8080-06396f1ea883

X Stacy Replogle (Email approval attached) — 5/27/2021
Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 500.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument Repairs; Replacements	$ 50.00
2021-2022	Music	$ 500.00
2021-2022	Incentives; Scholarships	$ 500.00
2021-2022	Heartland Contest/ Frontier City	$ 25.00
2021-2022	Storage equipment & materials	$ 25.00
	Total Expenditures	$ 2,000.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:46 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 5 of 8
Attachments: ECMS - Project 901 (DA One to One).xlsx; ECMS - Project 905 (SAF Orchestra).xlsx; ECMS - Project 907 (DA PTA Donation).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:32 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 5 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	907 DA PTA DONATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,000.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals; Incentives; Appreciation	$ 56.66
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements; Beautification projects	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 300.00
	Total Expenditures	**$ 1,006.66**

Beginning Fund Balance	$ 6.66	**(A1)** From Report**
Revenue	$ 1,000.00	**(A2)**
Expenditures	$ 1,006.66	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	907 DA PTA DONATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Special Guests, Speakers, Substitutes; Clinicians	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
	Total Expenditures	$ 300.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:46 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 5 of 8
Attachments: ECMS - Project 901 (DA One to One).xlsx; ECMS - Project 905 (SAF Orchestra).xlsx; ECMS - Project 907 (DA PTA Donation).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:32 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 5 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Car Wash Fundraisers	$ 50.00
2021-2022	Concession Sales; Accessory Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	All Access, Activity and Athletic Passes for Students	$ 50.00
2021-2022	Special Events	$ 25.00
2021-2022	Markers Space; Supply Store Sales	$ 25.00
2021-2022	Grams Sales; Change Drive for Community Service	$ 25.00
2021-2022	Participation Activites (Turkey Bowling, games, etc.)	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials; Spirit Flags & Accessories	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services; Data Plan	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 100.00
2021-2022	Copy supplies and paper	$ 150.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	General Supplies <$5,000 non-durable	$ 175.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 120.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts; Costumes; Clothing Items & Accessories	$ 120.06
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 85.00
2021-2022	Donations; Scholarships	$ 100.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 525.00
	Total Expenditures	**$ 2,075.06**

Beginning Fund Balance	$ 575.06	**(A1)** From Report**
Revenue	$ 1,500.00	**(A2)**
Expenditures	$ 2,075.06	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Lauren Seidenberger — 5/24/2021

Sponsor's Signature — Date

Signed by: 21f52b27-6d70-404f-a1dd-871988b7ffc4

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses; Honorariums; Other personnel costs	$ 50.00
2021-2022	Repairs & Maintenance Services; School Improvement	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Ticket Sales	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
	Total Expenditures	**$ 525.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:44 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 6 of 8
Attachments: ECMS - Project 934 (SAF Student Council).xlsx; ECMS - Project 938 (FAF Teacher,Staff Activity).xlsx; Copy of ECMS - Project 940 (SAF Technology Ed).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:29 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 6 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 950.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Kitchen products & supplies; Lounge supplies	$ 1,050.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events	$ 67.02
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms; T-shirts; Spirit Wear	$ 450.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 2,367.02**

Beginning Fund Balance	**$ 1,417.02**	**(A1)** From Report**
Revenue	**$ 950.00**	**(A2)**
Expenditures	**$ 2,367.02**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:44 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 6 of 8
Attachments: ECMS - Project 934 (SAF Student Council).xlsx; ECMS - Project 938 (FAF Teacher,Staff Activity).xlsx; Copy of ECMS - Project 940 (SAF Technology Ed).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:29 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 6 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special projects/events	$ 125.00
2021-2022	Laser Engraving	$ 50.00
2021-2022	Printed Items Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	**$ 1,575.00**

Beginning Fund Balance	$ 254.15	(A1) From Report**
Revenue	$ 1,575.00	(A2)
Expenditures	$ 1,829.15	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Andrew Darrow — 5/25/2021

Sponsor's Signature — Date

Signed by: e3452288-999a-4cf0-ab26-9effe23d4b8a

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	**$ 650.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:44 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 6 of 8
Attachments: ECMS - Project 934 (SAF Student Council).xlsx; ECMS - Project 938 (FAF Teacher,Staff Activity).xlsx; Copy of ECMS - Project 940 (SAF Technology Ed).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:29 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 6 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	964 SAF MATH COUNTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special projects/events	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 250.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 80.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 155.51
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 25.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	**$ 1,785.51**

Beginning Fund Balance	$ 285.51	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 1,785.51	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	964 SAF MATH COUNTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	**$ 650.00**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:40 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 7 of 8
Attachments: ECMS - Project 964 (SAF Math Counts).xlsx; ECMS - Project 978 (SAF SADD).xlsx; ECMS - Project 994 (SAF Tiger Challenge).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:26 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 7 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special projects/events	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 100.88
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 105.00
2021-2022	Copy supplies and paper	$ 120.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 100.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 99.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	**$ 1,949.88**

Beginning Fund Balance	$ 449.88	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 1,949.88	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Lauren Seidenberger — 5/24/2021

Sponsor's Signature — Date

Signed by: 21f52b27-6d70-404f-a1dd-871988b7ffc4

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:40 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 7 of 8
Attachments: ECMS - Project 964 (SAF Math Counts).xlsx; ECMS - Project 978 (SAF SADD).xlsx; ECMS - Project 994 (SAF Tiger Challenge).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:26 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 7 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs; Games	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 200.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations; Payment to United Way	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 200.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 200.00	**(A2)**
Expenditures	$ 200.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Melissa Norsworthy (Email approval attached) — 5/27/2021

Sponsor's Signature — **Date**

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:37 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 8 of 8
Attachments: ECMS - Project 986 (DA United Way).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:23 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 8 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

Otto, Kelle E

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 10:51 AM
To: Otto, Kelle E
Subject: Activity Fund Budget Guidelines

Hi Kelle!

I am approving as sponsor for the following projects:

801
825
892
893 (all special programs)
901
907
938
964
986

All of the other projects have been signed electronically by their sponsors. Mrs. Replogle will be sending you an email with all of the attached worksheets and her approval of the projects. She was unable to electronically sign her portion as the activity fund custodian.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	520 Childers Middle School
ACCOUNT NAME & PROJECT:	994 SAF TIGER CHALLENGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	$ 175.00
2021-2022	Catalog/Brochure Sales; Clothing Sales	$ 50.00
2021-2022	Concession Sales; Admission Costs; Ticket Sales	$ 75.00
2021-2022	Special Projects/Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 550.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 100.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Co-curricular Materials; small equipment	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 80.81
2021-2022	Kitchen Products & Supplies	$ 25.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Special guests, Speakers, Substitutes, Clinicians; Tutors	$ 50.00
2021-2022	General Supplies; Copy supplies & Paper	$ 100.00
2021-2022	Uniforms; T-shirts	$ 77.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of Equipment	$ 50.00
2021-2022	Refunds & Reimbursements	$ 60.00
2021-2022	Rentals; Lease Services	$ 30.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 822.81**

Beginning Fund Balance	**$ 272.81**	**(A1)** From Report**
Revenue	**$ 550.00**	**(A2)**
Expenditures	**$ 822.81**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Lauren Seidenberger — 5/24/2021

Sponsor's Signature — Date

Signed by: 21f52b27-6d70-404f-a1dd-871988b7ffc4

X Stacy Replogle (Email approval attached) — 5/27/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

Otto, Kelle E

From: Replogle, Stacy D
Sent: Thursday, May 27, 2021 11:40 AM
To: Otto, Kelle E
Cc: Norsworthy, Melissa R
Subject: FW: Activity Fund Guidelines 7 of 8
Attachments: ECMS - Project 964 (SAF Math Counts).xlsx; ECMS - Project 978 (SAF SADD).xlsx; ECMS - Project 994 (SAF Tiger Challenge).xlsx

Ms. Otto,

I approve the following activity fund worksheets.

Thanks,

Stacy Replogle
Principal
Ernest Childers Middle School
Broken Arrow Public Schools
(918) 259-4350

From: Norsworthy, Melissa R
Sent: Thursday, May 27, 2021 11:26 AM
To: Replogle, Stacy D <sdreplogle@baschools.org>
Subject: Activity Fund Guidelines 7 of 8

Mrs. Replogle,

Please review the attached worksheets and email your approval to Kelle Otto in accounting.

Thank you,

Melissa Norsworthy
Principal's Secretary
Childers Middle School
918-259-4350

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 850.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Appliances, Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 850.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 850.00	**(A2)**
Expenditures	$ 850.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

PAGE 2

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:26 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 2)
Attachments: MHP - Project 825 (DA Grants).xlsx; MHP - Project 854 (SAF FCCLA).xlsx; MHP - Project 892 (SAF Student Raised Funds).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	854 SAF FCCLA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Movie Night (Tickets, concessions, etc.)	$ 50.00
2021-2022	Laser Tag; Car washes; Holiday Grams	$ 50.00
2021-2022	Computer Match up; Fundraising Dinner	$ 50.00
2021-2022	Service Projects	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,575.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,575.00	**(A2)**
Expenditures	$ 1,575.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	854 SAF FCCLA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Movie Night expenses	$ 50.00
	Total Expenditures	**$ 700.00**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:26 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 2)
Attachments: MHP - Project 825 (DA Grants).xlsx; MHP - Project 854 (SAF FCCLA).xlsx; MHP - Project 892 (SAF Student Raised Funds).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	879 SAF LEADERSHIP TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Movie Night (Tickets, concessions, etc.)	$ 50.00
2021-2022	Laser Tag; Car washes; Holiday Grams	$ 50.00
2021-2022	Computer Match up; Fundraising Dinner	$ 50.00
2021-2022	Service Projects	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials; green house supplies; shop supplies; flower purchases	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,575.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,575.00	(A2)
Expenditures	$ 1,575.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) — 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) — 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	879 SAF LEADERSHIP TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Movie Night expenses	$ 50.00
	Total Expenditures	**$ 700.00**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:28 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 2 of 2)
Attachments: MHP - Project 879 (SAF Leadership Team).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

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Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special Events, Purchases	$ 50.00
2021-2022	Book Fairs; Box Tops	$ 50.00
2021-2022	Snack/Drink Cart	$ 50.00
2021-2022	Consumable Item Sales (Chewies, car tags, parent ID's, etc.)	$ 25.00
2021-2022	Walk-a-thon Turkey Trot; Boosterthon; Speed Stacks; Jump Rope for Heart; Pumpkin Decorating Contest	$ 25.00
2021-2022	United Way	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,600.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 75.00
2021-2022	Donations; Scholarships; Charitable Giving	$ 50.00
2021-2022	Refunds; Reimbursements	$ 75.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,600.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,600.00	**(A2)**
Expenditures	$ 1,600.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) — 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) — 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 50.00
2021-2022	Purposes for which funds were received	$ 75.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Incentives; Bereavement items; Special Events/ Purchases	$ 25.00
2021-2022	Snack/Drink Cart items	$ 25.00
	Total Expenditures	**$ 700.00**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:26 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 2)
Attachments: MHP - Project 825 (DA Grants).xlsx; MHP - Project 854 (SAF FCCLA).xlsx; MHP - Project 892 (SAF Student Raised Funds).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

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Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 50.00
2021-2022	Turkey Trot Fundraiser	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 950.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Kitchen products & supplies; Lounge supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms; T-shirts; Spirit Wear	$ 50.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 950.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 950.00	**(A2)**
Expenditures	$ 950.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 25.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:28 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 2 of 2)
Attachments: MHP - Project 938 (FAF Teacher,Staff Activity).xlsx; MHP - Project 994 (SAF Tiger Challenge).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

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smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	075 Mentoring Healthy Parents
ACCOUNT NAME & PROJECT:	994 SAF TIGER CHALLENGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	$ 175.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Concession Sales	$ 125.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 550.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Co-curricular Materials; small equipment	$ 25.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 25.00
2021-2022	Kitchen Products & Supplies	$ 25.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Special guests, Speakers, Substitutes, Clinicians; Tutors	$ 50.00
2021-2022	General Supplies	$ 50.00
2021-2022	Uniforms; T-shirts	$ 25.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of Equipment	$ 50.00
2021-2022	Refunds & Reimbursements	$ 25.00
2021-2022	Rentals; Lease Services	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 550.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 550.00	**(A2)**
Expenditures	$ 550.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

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Activity Fund Custodian's Signature — **Date**

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BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 250.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 250.00
2021-2022	School Pictures; Yearbooks; Ad Sales	$ 300.00
2021-2022	Interest; Commissions	$ 200.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 150.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Senior Salutes Sales; Personalized Mugs/Cups Sales	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software; Cameras	$ 150.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,500.00	**(A2)**
Expenditures	$ 1,500.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 50.00
2021-2022	Production fees	$ 50.00
	Total Expenditures	$ 550.00

PAGE 2

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:30 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 4)
Attachments: OA - Project 807 (SAF Annual).xlsx; OA - Project 825 (DA Grants).xlsx; OA - Project 854 (SAF FCCLA).xlsx

Kelle Otto
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Broken Arrow Public Schools
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BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 850.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Appliances, Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 850.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 850.00	**(A2)**
Expenditures	$ 850.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:30 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 4)
Attachments: OA - Project 807 (SAF Annual).xlsx; OA - Project 825 (DA Grants).xlsx; OA - Project 854 (SAF FCCLA).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	854 SAF FCCLA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales; Handmade Items sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Movie Night (Tickets, concessions, etc.)	$ 50.00
2021-2022	Laser Tag; Car washes; Holiday Grams	$ 50.00
2021-2022	Computer Match up; Fundraising Dinner	$ 50.00
2021-2022	Service Projects	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,575.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,575.00	**(A2)**
Expenditures	$ 1,575.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) — 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) — 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	854 SAF FCCLA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Movie Night expenses	$ 50.00
	Total Expenditures	**$ 700.00**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:30 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 4)
Attachments: OA - Project 807 (SAF Annual).xlsx; OA - Project 825 (DA Grants).xlsx; OA - Project 854 (SAF FCCLA).xlsx

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918-259-5729

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BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs; Parking Passes sales	$ 100.00
2021-2022	Special Events, Purchases	$ 50.00
2021-2022	Book Fairs; Box Tops; Garage Sales	$ 50.00
2021-2022	Snack/Drink Cart	$ 50.00
2021-2022	Consumable Item Sales (Chewies, car tags, parent ID's, etc.)	$ 25.00
2021-2022	Walk-a-thon Turkey Trot; Boosterthon; Speed Stacks; Jump Rope for Heart; Pumpkin Decorating Contest	$ 25.00
2021-2022	United Way	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,600.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper; Parking Passes	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 75.00
2021-2022	Donations; Scholarships; Charitable Giving	$ 50.00
2021-2022	Refunds; Reimbursements	$ 75.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,600.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,600.00	**(A2)**
Expenditures	$ 1,600.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

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Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 50.00
2021-2022	Purposes for which funds were received	$ 75.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Incentives; Bereavement items; Special Events/ Purchases	$ 25.00
2021-2022	Snack/Drink Cart items	$ 25.00
	Total Expenditures	**$ 700.00**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:32 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 2 of 4)
Attachments: OA - Project 892 (SAF Student Raised Funds).xlsx; OA - Project 901 (DA One to One).xlsx; OA - Project 934 (SAF Student Council).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

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From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
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Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

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smturner@baschools.org
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Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Insurance Payments	$ 150.00
2021-2022	Chromebook repair/Replacement Fees	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 400.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Parts; Equipment; Repairs	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 50.00
2021-2022	Chromebook accessories; Insurance	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 400.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 400.00	**(A2)**
Expenditures	$ 400.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

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Activity Fund Custodian's Signature — **Date**

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To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 2 of 4)
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Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Car Wash Fundraisers	$ 50.00
2021-2022	Concession Sales; Accessory Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	All Access, Activity and Athletic Passes for Students	$ 50.00
2021-2022	Special Events; Markers Space; Supply Store Sales	$ 25.00
2021-2022	Amazon Fundraiser; Scratch Off Fundraiser	$ 25.00
2021-2022	Grams Sales; Change Drive for Community Service	$ 25.00
2021-2022	Participation Activites (Turkey Bowling, games, etc.)	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials; Spirit Flags & Accessories	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Data Plan	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; IdU supplies	$ 175.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts; Costumes; Clothing Items & Accessories	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 525.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,500.00	**(A2)**
Expenditures	$ 1,500.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses; Honorariums; Other personnel costs	$ 50.00
2021-2022	Repairs & Maintenance Services; School Improvement	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Ticket Sales	$ 25.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Garden items	$ 25.00
	Total Expenditures	**$ 525.00**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:32 PM
To: Turner, Shannon M
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Attachments: OA - Project 892 (SAF Student Raised Funds).xlsx; OA - Project 901 (DA One to One).xlsx; OA - Project 934 (SAF Student Council).xlsx

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BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 50.00
2021-2022	Turkey Trot Fundraiser	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 950.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Kitchen products & supplies; Lounge supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms; T-shirts; Spirit Wear	$ 50.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 950.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 950.00	**(A2)**
Expenditures	$ 950.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 25.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:34 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)
Attachments: OA - Project 938 (FAF Teacher,Staff Activity).xlsx; OA - Project 986 (DA United Way).xlsx; OA - Project 994 (SAF Tiger Challenge).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs; Games	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 200.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations; Payment to United Way	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 200.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 200.00	**(A2)**
Expenditures	$ 200.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — Date

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — Date

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:34 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)
Attachments: OA - Project 938 (FAF Teacher,Staff Activity).xlsx; OA - Project 986 (DA United Way).xlsx; OA - Project 994 (SAF Tiger Challenge).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	994 SAF TIGER CHALLENGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	$ 175.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Concession Sales	$ 125.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 550.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Co-curricular Materials; small equipment	$ 25.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 25.00
2021-2022	Kitchen Products & Supplies	$ 25.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Special guests, Speakers, Substitutes, Clinicians; Tutors	$ 50.00
2021-2022	General Supplies	$ 50.00
2021-2022	Uniforms; T-shirts	$ 25.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of Equipment	$ 50.00
2021-2022	Refunds & Reimbursements	$ 25.00
2021-2022	Rentals; Lease Services	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 550.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 550.00	**(A2)**
Expenditures	$ 550.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:34 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)
Attachments: OA - Project 938 (FAF Teacher,Staff Activity).xlsx; OA - Project 986 (DA United Way).xlsx; OA - Project 994 (SAF Tiger Challenge).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	725 Options Academy
ACCOUNT NAME & PROJECT:	996 DA NIGHT/SUMMER SCHOOL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 250.00
2021-2022	Dues & Fees; Fines; Registrations	$ 300.00
2021-2022	Class/Program tuition	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 750.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes; Tutors; Clinicians; Speakers; Special Guests	$ 50.00
2021-2022	Books, magazines, newspapers, subscriptions, periodicals	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments	$ 50.00
2021-2022	Uniforms	$ 50.00
2021-2022	Co-curricular Materials	$ 50.00
2021-2022	Copy supplies and paper; Printing & Binding	$ 50.00
2021-2022	Repairs & Maintenance	$ 50.00
2021-2022	Rentals, Lease Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 750.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 750.00	**(A2)**
Expenditures	$ 750.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Shannon Turner (Email approval attached) 6/1/2021

Sponsor's Signature — **Date**

X Shannon Turner (Email approval attached) 6/1/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/1/2021

Otto, Kelle E

From: Otto, Kelle E
Sent: Friday, May 28, 2021 4:34 PM
To: Turner, Shannon M
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 4 of 4)
Attachments: OA - Project 996 (DA Night,Summer School).xlsx

Kelle Otto
Budget/Treasury Analyst & Assistant Treasurer
Broken Arrow Public Schools
918-259-5729

Otto, Kelle E

From: Turner, Shannon M
Sent: Tuesday, June 1, 2021 6:59 AM
To: Otto, Kelle E
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 3 of 4)

Kelle,

We are good with all of these and very much appreciate the work you have put in for us. On Friday you mentioned that I could I email you that I approve all of these. Here is my official email granting my approval.

Please let me know if there is anything else I need to do.

Thank you!

Shannon Turner
Options Academy Principal
smturner@baschools.org
918-259-4600
Have a great day!

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; gifts	$ 250.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 250.00
2021-2022	School Pictures; Yearbooks; Ad Sales	$ 300.00
2021-2022	Interest; Commissions	$ 200.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 150.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Senior Salutes Sales; Personalized Mugs/Cups Sales	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software; Cameras	$ 150.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,500.00	**(A2)**
Expenditures	$ 1,500.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Kim Whiteside (Email approval attached) — 5/25/2021

Sponsor's Signature — **Date**

X Danese Tanner (Email approval attached) — 5/25/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 50.00
2021-2022	Production fees	$ 50.00
	Total Expenditures	$ 550.00

Form completed on 5/25/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Tuesday, May 25, 2021 3:02 PM
To: Otto, Kelle E
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 7)
Attachments: OMS - Project 807 (SAF Annual).xlsx

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

From: Tanner, Danese
Sent: Tuesday, May 25, 2021 2:56 PM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: RE: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 7)

I approve.

From: Paul, Sherri L
Sent: Tuesday, May 25, 2021 2:49 PM
To: Tanner, Danese <dtanner@baschools.org>
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 7)

Approval needed.

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

From: Whiteside, Kim
Sent: Tuesday, May 25, 2021 2:17 PM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: Re: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 7)

I approve the attached file.

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Art Supply Sales; Art Camp; Art Field Trip	$ 300.00
2021-2022	Dues & Fees; Fines; Registrations; Rental Fees	$ 150.00
2021-2022	Donations; Gifts; Grants	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Purple Glaze or No-Pinot Palette Event	$ 50.00
2021-2022	Concession Sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 975.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies; Copy supplies & paper	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 25.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 207.27
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Lodging	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Special Guests; Speakers; Clinicians; Tutors; Artists; Substitutes	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 300.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 50.00
2021-2022	Travel Expenses; Transportation	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 1,307.27**

Beginning Fund Balance	**$ 332.27**	**(A1)** From Report**
Revenue	**$ 975.00**	**(A2)**
Expenditures	**$ 1,307.27**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

Sherri L. Paul (Email approval attached) — **Sponsor's Signature** — 5/28/2021 — **Date**

Danese Tanner (Email approval attached) — **Activity Fund Custodian's Signature** — 5/28/2021 — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Special Purchases/Projects	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 10:05 AM
To: Otto, Kelle E
Subject: Fw: Approval Needed
Attachments: OMS - Project 811 (SAF Art) - Editable.xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 9:51 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Approval Needed

I approve.

From: Paul, Sherri L
Sent: Friday, May 28, 2021 8:04 AM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Approval Needed

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 12,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 2,750.00
2021-2022	Catalog/Brochure Sales	$ 2,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 1,000.00
2021-2022	Reimbursements; Refunds	$ 800.00
2021-2022	Ticket Sales	$ 500.00
2021-2022	Restaurant profit sharing	$ 400.00
2021-2022	Food Truck Profit Sharing	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 19,650.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 7,000.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Music	$ 14,120.70
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 1,000.00
2021-2022	Uniforms; T-shirts	$ 2,750.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 600.00
2021-2022	Donations; Scholarships; Petty Cash	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 9,400.00
	Total Expenditures	**$ 35,870.70**

Beginning Fund Balance	$ 16,220.70	(A1) From Report**
Revenue	$ 19,650.00	(A2)
Expenditures	$ 35,870.70	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Sherri Paul (Email approval attached) — 5/28/2021

Sponsor's Signature — **Date**

X Danese Tanner (Email approval attached) — 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment; Rentals	$ 200.00
2021-2022	Recordings & Recording expenses	$ 50.00
2021-2022	Heartland Contest; Frontier City	$ 2,000.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 7,000.00
	Total Expenditures	$ 9,400.00

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 11:26 AM
To: Otto, Kelle E
Subject: Fw: Approval needed
Attachments: OMS - Project 818 (SAF Band) UPDATED.xlsx; OMS - Project 934 (SAF Student Council) UPDATED.xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 11:24 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Approval needed

I approve.

From: Paul, Sherri L
Sent: Friday, May 28, 2021 11:22 AM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Fw: Approval needed

I approve.

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 850.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Appliances, Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 850.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 850.00	**(A2)**
Expenditures	$ 850.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

Sherri L. Paul (Email approval attached) — **Sponsor's Signature** — 5/28/2021 — **Date**

Danese Tanner (Email approval attached) — **Activity Fund Custodian's Signature** — 5/28/2021 — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 10:05 AM
To: Otto, Kelle E
Subject: Fw: Approval Needed
Attachments: OMS - Project 825 (DA Grants) - Editable - Copy.xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 9:51 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Approval Needed

I approve.

From: Paul, Sherri L
Sent: Friday, May 28, 2021 8:03 AM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Approval Needed

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 4,000.00
2021-2022	Catalog/Brochure Sales	$ 5,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 1,000.00
2021-2022	Reimbursements; Refunds	$ 200.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Heartland Music Festivals	$ 50.00
2021-2022	Food Truck Profit Sharing	$ 400.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 11,200.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Camps/Clinics/Commpetition Registration	$ 2,000.00
2021-2022	Clinicians/Accompanists/Arrangers/Choreographers	$ 8,800.39
2021-2022	Costume/Uniform Upkeep	$ 200.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Reimbursement/Refunds	$ 50.00
2021-2022	Lodging/Travel Expenses	$ 2,650.00
2021-2022	Payroll; Employee Pay & Benefits & Subs	$ 400.00
2021-2022	Special Purchases for which the money was received	$ 50.00
2021-2022	Uniforms; T-shirts; Costumes	$ 3,654.00
2021-2022	Curricular and Professional Subscriptions	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Furniture & Fixtures	$ 550.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 1,000.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Music Purchases	$ 625.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 20,229.39**

Beginning Fund Balance	$ 9,029.39	(A1) From Report**
Revenue	$ 11,200.00	(A2)
Expenditures	$ 20,229.39	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Hannah Johnson — 5/26/2021
Sponsor's Signature — Date
Signed by: 3c62aaaf-d6db-4613-a484-4e19bdeacacb

X Danese Tanner (Email approval attached) — 5/27/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/27/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Thursday, May 27, 2021 3:20 PM
To: Otto, Kelle E
Subject: Fw: Paul, Sherri L shared "Choir Physical Inventory Form - 2020-21" with you.
Attachments: OMS - Project 833 (SAF Choir)(AutoRecovered).xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Thursday, May 27, 2021 3:08 PM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: Fwd: Paul, Sherri L shared "Choir Physical Inventory Form - 2020-21" with you.

I approve.

Sent from my iPhone

Begin forwarded message:

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 4,100.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 500.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 2,000.00
2021-2022	Program shout outs; Business Ads	$ 50.00
2021-2022	Car washes	$ 75.00
2021-2022	Food Truck Profit Sharing	$ 75.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 8,000.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 200.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 121.41
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies; Safety equipment	$ 200.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 1,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 500.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 1,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 550.00
2021-2022	Uniforms; T-shirts; Costumes; Wigs; Accessories; Toiletries	$ 2,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 6,975.00
	Total Expenditures	**$ 13,446.41**

Beginning Fund Balance	**$ 5,446.41**	**(A1) From Report****
Revenue	**$ 8,000.00**	**(A2)**
Expenditures	**$ 13,446.41**	**(B1)**
Ending Fund Balance	**$ -**	**(B2) (A1+A2-B1=B2)**

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

X Merica Hogan — 5/19/2021
Sponsor's Signature — Date

Signed by: a61e621d-0b60-4582-ad16-b6ed00513135

X Danese Tanner (Email approval attached) — 5/25/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/19/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 100.00
2021-2022	Transportation; Travel expenses	$ 300.00
2021-2022	Lodging	$ 300.00
2021-2022	Fundraiser Expenses	$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	$ 300.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Play rights & scripts;Deposits;Production rights/fees;Play books	$ 400.00
2021-2022	Building Materials; Set construction; Painting supplies	$ 1,000.00
2021-2022	Machinery; Supplies for the Scene Shop (Stage Crafts)	$ 25.00
2021-2022	Lighting & Sound equipment; replacement parts	$ 1,000.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Show posters; Programs	$ 25.00
2021-2022	Props; Set Dressings	$ 2,000.00
2021-2022	Theatre Merchandise	$ 200.00
2021-2022	Off-site play tickets	$ 100.00
	Total Expenditures	**$ 6,975.00**

Form completed on 5/19/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Tuesday, May 25, 2021 12:56 PM
To: Otto, Kelle E
Subject: FW: Approval needed
Attachments: Copy of OMS - Project 844 (SAF Drama).xlsx; OMS - Project 934 2021 (SAF Student Council).xlsx

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

-----Original Message-----
From: Tanner, Danese
Sent: Tuesday, May 25, 2021 11:57 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: Re: Approval needed

I approve.

Sent from my iPhone

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Waste Management; Dept. of Defense; Robotics Camps	$ 100.00
2021-2022	Special Events/Projects	$ 50.00
2021-2022	Host workshops, camps, tournaments, showcases	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,575.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Shipping	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 165.11
2021-2022	Donations; Scholarships	$ 100.00
2021-2022	Refunds; Reimbursements	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,790.11**

Beginning Fund Balance	$	215.11	(A1) From Report**
Revenue	$	1,575.00	(A2)
Expenditures	$	1,790.11	(B1)
Ending Fund Balance	$	0.00	(B2) (A1+A2-B1=B2)

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

X Robin Shehada — 5/25/2021
Sponsor's Signature — Date

Signed by: a826a42c-00ea-486a-8b94-2d4cac212ad2

X Danese Tanner (Email approval attached) — 5/25/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/25/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Robotics competitions; Robot parts	$ 50.00
	Total Expenditures	**$ 700.00**

Form completed on 5/25/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Tuesday, May 25, 2021 2:46 PM
To: Otto, Kelle E
Subject: FW: Approval needed
Attachments: OMS - Project 877 (SAF Robotics) 21_22.xlsx

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

From: Tanner, Danese
Sent: Tuesday, May 25, 2021 2:38 PM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: RE: Approval needed

I approve.

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Books Fairs	$ 1,000.00
2021-2022	Dues & Fees; Fines; Lost/Damaged books and materials	$ 200.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Grants	$ 50.00
2021-2022	Earbud sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,400.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 200.00
2021-2022	General Supplies; Copy supplies & paper	$ 200.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Meals; Incentives; Appreciation	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000; Book racks	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning products & supplies	$ 100.00
2021-2022	Professional Development	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Author visits; Special Guests; Speakers	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 50.00
2021-2022	Use of Grant funds	$ 50.00
2021-2022	Repairs and maintenance of books	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 1,400.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,400.00	**(A2)**
Expenditures	$ 1,400.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Jennifer Smith — 5/12/2021

Sponsor's Signature — Date

Signed by: ae5becc4-4ef2-4f29-9454-f3871e061320

X Danese Tanner (Email approval attached) — 5/20/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

Otto, Kelle E

From: Tanner, Danese
Sent: Thursday, May 20, 2021 9:05 AM
To: Otto, Kelle E
Cc: Paul, Sherri L
Subject: FW: Please approve and send back to me. :)
Attachments: OMS - Project 889 (DA Media Center).xlsx; OMS - Project 893-930 (SAF Science).xlsx; OMS - Project 897 (SAF NJHS).xlsx

I approve.

From: Paul, Sherri L
Sent: Wednesday, May 19, 2021 12:27 PM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Please approve and send back to me. :)

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

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs; Parking Passes sales	$ 100.00
2021-2022	Special Events, Purchases	$ 50.00
2021-2022	Book Fairs; Box Tops; Garage Sales	$ 50.00
2021-2022	Snack/Drink Cart	$ 50.00
2021-2022	Consumable Item Sales (Chewies, car tags, parent ID's, etc.)	$ 25.00
2021-2022	Walk-a-thons; Boosterthon; Speed Stacks; Jump Rope for Heart; Pumpkin Decorating Contest	$ 100.00
2021-2022	United Way	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 350.00
	Total Revenue	**$ 2,000.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 150.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 100.00
2021-2022	Printing & Binding; Copying Services	$ 200.00
2021-2022	Copy supplies and paper; Parking Passes	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 150.00
2021-2022	Kitchen products & supplies	$ 125.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 300.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 100.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 200.00
2021-2022	Donations; Scholarships; Charitable Giving	$ 100.00
2021-2022	Refunds; Reimbursements	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 1,725.00
	Total Expenditures	**$ 4,400.00**

Beginning Fund Balance	$ 2,400.00	**(A1)** From Report**
Revenue	$ 2,000.00	**(A2)**
Expenditures	$ 4,400.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

Sherri L. Paul (Email approval attached) — **Sponsor's Signature** — 5/27/2021 — **Date**

Danese Tanner (Email approval attached) — **Activity Fund Custodian's Signature** — 5/28/2021 — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Chromebook Repair fees	$ 50.00
2021-2022	Health Challenges; Sticker Machine	$ 50.00
2021-2022	Basketball Game Fundraiser	$ 50.00
2021-2022	Student Donation Fundraiser	$ 50.00
2021-2022	Pencil/Paper machine	$ 50.00
2021-2022	School-wide Tournament Fundraisers	$ 50.00
2021-2022	Recycled toner cartridges/small electronics	$ 50.00
	Total Revenue	**$ 350.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 100.00
2021-2022	Transportation; Travel expenses; Lodging	$ 100.00
2021-2022	Purposes for which funds were received	$ 75.00
2021-2022	Fundraiser Expenses	$ 200.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 300.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 100.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Yearbooks; School Pictures	$ 100.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 100.00
2021-2022	Incentives; Bereavement items; Special Events/ Purchases	$ 150.00
2021-2022	Snack/Drink Cart items; Concessions	$ 200.00
	Total Expenditures	**$ 1,725.00**

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 10:05 AM
To: Otto, Kelle E
Subject: Fw: Approval Needed
Attachments: OMS - Project 892 (SAF Student Raised Funds) - Editable.xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 9:52 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Approval Needed

I approve.

From: Paul, Sherri L
Sent: Friday, May 28, 2021 8:03 AM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Approval Needed

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	930 SCIENCE

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,000.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	NASCO Educaion LLC	$ 3,000.00
2021-2022	Generation Genius	$ 995.00
2021-2022	Flynn Scientific	$ 2,716.04
2021-2022	Professional Develiopment/Travel	$ 300.00
2021-2022	Admiral Express	$ 350.00
2021-2022	Wal-Mart (lab consumables)	$ 500.00
2021-2022	Science World Magazine	$ 300.00
2021-2022	BrainPop	$ 2,195.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Refunds; Reimbursements	$ 50.00
2021-2022		
2021-2022		
2021-2022		
2021-2022		
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	
	Total Expenditures	**$ 10,606.04**

Beginning Fund Balance	$ 9,606.04	(A1) From Report**
Revenue	$ 1,000.00	(A2)
Expenditures	$ 10,606.04	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

**

Report in iAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Tyler R Hansen — 5/20/2021

Sponsor's Signature — **Date**

Signed by: d41883df-e0b0-4717-b6b4-392ecf939cfd

X Danese Tanner (Email approval attached) — 5/20/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/20/2021

Otto, Kelle E

From: Tanner, Danese
Sent: Thursday, May 20, 2021 9:05 AM
To: Otto, Kelle E
Cc: Paul, Sherri L
Subject: FW: Please approve and send back to me. :)
Attachments: OMS - Project 889 (DA Media Center).xlsx; OMS - Project 893-930 (SAF Science).xlsx; OMS - Project 897 (SAF NJHS).xlsx

I approve.

From: Paul, Sherri L
Sent: Wednesday, May 19, 2021 12:27 PM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Please approve and send back to me. :)

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

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Holiday Grams/Candy Grams	$ 50.00
2021-2022	Holiday Toy Drive Donations	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Canned Food Drive Donations	$ 50.00
2021-2022	Special Events	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Appreciation; Prizes	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,500.00	**(A2)**
Expenditures	$ 1,500.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X K Roberts and K Lewis — 5/7/2021

Sponsor's Signature — Date

Signed by: 488f052f-7446-4094-9a16-c8a11f851dab

X Danese Tanner (Email approval attached) — 5/20/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/7/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Legacy Project; Service Projects	$ 50.00
2021-2022	Community Giveback	$ 25.00
2021-2022	Homecoming Project	$ 25.00
	Total Expenditures	**$ 550.00**

Form completed on 5/7/2021

Otto, Kelle E

From: Tanner, Danese
Sent: Thursday, May 20, 2021 9:05 AM
To: Otto, Kelle E
Cc: Paul, Sherri L
Subject: FW: Please approve and send back to me. :)
Attachments: OMS - Project 889 (DA Media Center).xlsx; OMS - Project 893-930 (SAF Science).xlsx; OMS - Project 897 (SAF NJHS).xlsx

I approve.

From: Paul, Sherri L
Sent: Wednesday, May 19, 2021 12:27 PM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Please approve and send back to me. :)

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

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Insurance Payments	$ 150.00
2021-2022	Chromebook repair/Replacement Fees	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 400.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	General Supplies; Parts; Equipment; Repairs	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 50.00
2021-2022	Chromebook accessories; Insurance	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 400.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 400.00	**(A2)**
Expenditures	$ 400.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

Sherri L. Paul (Email approval attached) — **Sponsor's Signature** — 5/28/2021 — **Date**

Danese Tanner (Email approval attached) — **Activity Fund Custodian's Signature** — 5/28/2021 — **Date**

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 10:05 AM
To: Otto, Kelle E
Subject: Fw: Approval Needed
Attachments: OMS - Project 901 (DA One to One) - Editable.xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 9:52 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Approval Needed

I approve.

From: Paul, Sherri L
Sent: Friday, May 28, 2021 8:02 AM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Approval Needed

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 300.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 75.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing; Food Truck Profit Sharing	$ 50.00
2021-2022	Honorariums	$ 50.00
2021-2022	Admission Fees; Ticket Sales	$ 50.00
2021-2022	Plant Sales; Sponsorships; Orchestra Clinics	$ 50.00
2021-2022	Summer Strings Academy Event	$ 50.00
2021-2022	Dine Out Nights	$ 50.00
2021-2022	Travel Expenses; Uniforms	$ 50.00
2021-2022	Concession Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,600.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 500.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 1,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 197.15
2021-2022	Uniforms; T-shirts	$ 200.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,900.00
	Total Expenditures	**$ 5,597.15**

Beginning Fund Balance	**$ 3,997.15**	**(A1) From Report****
Revenue	**$ 1,600.00**	**(A2)**
Expenditures	**$ 5,597.15**	**(B1)**
Ending Fund Balance	**$ -**	**(B2) (A1+A2-B1=B2)**

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

X _____ 5/27/2021

Sponsor's Signature — **Date**

Signed by: ba3363b8-ee7f-49f4-97ac-1bba5dc99c36

X Danese Tanner (Email approval attached) 5/28/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 500.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 500.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument Repairs; Replacements	$ 500.00
2021-2022	Music	$ 500.00
2021-2022	Incentives; Scholarships	$ 25.00
2021-2022	Heartland Contest/ Frontier City	$ 500.00
		$ 25.00
	Total Expenditures	$ 2,900.00

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 10:11 AM
To: Otto, Kelle E
Subject: Fw: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 7)
Attachments: OMS - Project 905 (SAF Orchestra).xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 9:53 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 7)

I approve.

From: Paul, Sherri L
Sent: Thursday, May 27, 2021 2:49 PM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Fw: Activity Fund Budget Guidelines 2021-2022 (Email 1 of 7)

Approval Needed.

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 300.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Car Wash Fundraisers	$ 50.00
2021-2022	Concession Sales; Accessory Sales	$ 950.00
2021-2022	Ticket Sales; Admission Costs; Vendor Sales	$ 6,500.00
2021-2022	Grams Sales; Change Drive for Community Service	$ 25.00
2021-2022	Participation Activites (Turkey Bowling, games, etc.)	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 8,000.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses; Honorariums; Other personnel costs	$ 100.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Transportation; Travel expenses; Lodging	$ 100.00
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	General Supplies <$5,000 non-durable; IdU supplies	$ 50.00
2021-2022	Olympic day/ End of year Event/ Food/ Entertainment	$ 7,800.00
2021-2022	Uniforms; T-shirts; Clothing Items & Accessories	$ 500.00
2021-2022	Fundraiser Expenses	$ 500.00
2021-2022	Repairs & Maintenance Services; School Improvement; Equipment; Replacement of equipment; Rentals	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 300.00
2021-2022	Technology-related supplies, small equipment & software	$ 208.57
2021-2022	Contracted Services; Other Professional Services	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships; Petty Cash	$ 100.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 11,208.57**

Beginning Fund Balance	**$ 3,208.57**	**(A1)** From Report**
Revenue	**$ 8,000.00**	**(A2)**
Expenditures	**$ 11,208.57**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Sherri Paul (Email approval attached) — 5/25/2021

Sponsor's Signature — **Date**

X Danese Tanner (Email approval attached) — 5/25/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Tuesday, May 25, 2021 12:56 PM
To: Otto, Kelle E
Subject: FW: Approval needed
Attachments: Copy of OMS - Project 844 (SAF Drama).xlsx; OMS - Project 934 2021 (SAF Student Council).xlsx

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

-----Original Message-----
From: Tanner, Danese
Sent: Tuesday, May 25, 2021 11:57 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: Re: Approval needed

I approve.

Sent from my iPhone

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 50.00
2021-2022	Turkey Trot Fundraiser	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 950.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Kitchen products & supplies; Lounge supplies; Coffee Service	$ 350.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events	$ 200.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms; T-shirts; Spirit Wear	$ 400.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 200.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 1,900.00**

Beginning Fund Balance	**$ 950.00**	**(A1)** From Report**
Revenue	**$ 950.00**	**(A2)**
Expenditures	**$ 1,900.00**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

Sherri L. Paul (Email approval attached) — **Sponsor's Signature** — 5/28/2021 — **Date**

Danese Tanner (Email approval attached) — **Activity Fund Custodian's Signature** — 5/28/2021 — **Date**

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 25.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 10:05 AM
To: Otto, Kelle E
Subject: Fw: Approval needed
Attachments: OMS - Project 938 (FAF Teacher,Staff Activity) - Editable.xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 9:52 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Approval needed

I approve.

From: Paul, Sherri L
Sent: Friday, May 28, 2021 8:02 AM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Approval needed

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 1,500.00
2021-2022	Reimbursements; Refunds	$ 200.00
2021-2022	Special projects/events	$ 100.00
2021-2022	Laser Engraving	$ 50.00
2021-2022	Printed Items Sales; Holiday Greetings	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 2,650.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Fundraising expenses	$ 800.00
2021-2022	substitutes	$ 150.00
2021-2022	Over night state competition	$ 1,200.00
2021-2022	competition fees	$ 500.00
2021-2022	Copy supplies and paper	$ 69.08
2021-2022	Refunds; Reinmursements	$ 50.00
2021-2022	Donations; Scholarships	$ 400.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 150.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 300.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 4,669.08**

Beginning Fund Balance	**$ 2,019.08**	**(A1)** From Report**
Revenue	**$ 2,650.00**	**(A2)**
Expenditures	**$ 4,669.08**	**(B1)**
Ending Fund Balance	**$ -**	**(B2)** (A1+A2-B1=B2)

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

X Tracy Gaunt — 5/3/2021

Sponsor's Signature
Signed by: Tracy Gaunt — **Date**

X Danese Tanner (Email approval attached) — 5/20/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 5/3/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
	Total Expenditures	**$ 700.00**

Form completed on 5/3/2021

Otto, Kelle E

From: Tanner, Danese
Sent: Thursday, May 20, 2021 9:03 AM
To: Otto, Kelle E
Cc: Paul, Sherri L
Subject: FW: Please approve :)
Attachments: OMS - Project 940 (SAF Technology Ed).xlsx; OMS - Project 978 (SAF SADD) 2021 A.xlsx

I approve.

From: Paul, Sherri L
Sent: Wednesday, May 19, 2021 12:28 PM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Please approve :)

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

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	964 SAF MATH COUNTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales; School supply sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special projects/events	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 25.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	**$ 1,500.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 1,500.00	**(A2)**
Expenditures	$ 1,500.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Donna Jones — 5/24/2021

Sponsor's Signature — Date

Signed by: a826a42c-00ea-486a-8b94-2d4cac212ad2

X Danese Tanner (Email approval attached) — 5/25/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/24/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	964 SAF MATH COUNTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	**$ 650.00**

Form completed on 5/24/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Tuesday, May 25, 2021 12:54 PM
To: Otto, Kelle E
Subject: FW: Approval needed
Attachments: OMS - Project 818 (SAF Band).xlsx; Copy of OMS - Project 964 (SAF Math Counts).xlsx

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

-----Original Message-----
From: Tanner, Danese
Sent: Tuesday, May 25, 2021 11:52 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: Re: Approval needed

I approve.

Sent from my iPhone

> On May 25, 2021, at 11:34 AM, Paul, Sherri L <slpaul@baschools.org> wrote:
>
> Can you approve these. Thanks! 😊
>
>
> Sherri Paul
> OMS Principal's Secretary
> PH 918-259-4590X6126
> slpaul@baschools.org<mailto:slpaul@baschools.org>
>
>
> <OMS - Project 818 (SAF Band).xlsx>
> <Copy of OMS - Project 964 (SAF Math Counts).xlsx>

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 100.00
2021-2022	Catalog/Brochure Sales	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 200.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 200.00
2021-2022	Copy supplies and paper	$ 412.67
2021-2022	Kitchen products & supplies	$ 400.00
2021-2022	General supplies <$5,000 non -durable	$ 600.00
2121-2022	Awards, Gifts, Decoration,Regalia,Refreshments: Meals,Incentives,Aprreciation	$ 700.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 2,312.67**

Beginning Fund Balance	$ 2,112.67	**(A1)** From Report**
Revenue	$ 200.00	**(A2)**
Expenditures	$ 2,312.67	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Dorlyn Waits (Email approval attached) — 5/12/2021
Sponsor's Signature — **Date**

X Danese Tanner (Email approval attached) — 6/7/2021
Activity Fund Custodian's Signature — **Date**

Form completed on 5/21/2021

Otto, Kelle E

From: Waits, Dorlyn
Sent: Wednesday, May 12, 2021 9:27 AM
To: Otto, Kelle E; Paul, Sherri L
Cc: Waits, Dorlyn
Subject: Reconciliation Worksheet
Attachments: Copy of OMS - Project 978 (SAF SADD) 2021 A.xlsx

Hello,

My name is Dorlyn Waits the sponsor of SADD. I am having trouble signing the form so the above attachment (978 SAF SADD) I approve .

Thank you
Dorlyn Waits
Oliver Middle School

Otto, Kelle E

From: Tanner, Danese
Sent: Monday, June 7, 2021 3:35 PM
To: Otto, Kelle E
Subject: Fwd: Project 978 Budget Guidelines Approval
Attachments: OMS - Project 978 (SAF SADD) - need approval.pdf

Approved.

Sent from my iPhone

Begin forwarded message:

> **From:** "Paul, Sherri L" <slpaul@baschools.org>
> **Date:** June 7, 2021 at 2:06:01 PM CDT
> **To:** "Tanner, Danese" <dtanner@baschools.org>
> **Subject: Fwd: Project 978 Budget Guidelines Approval**
>
> Please approve.
> Get Outlook for iOS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	525 Oliver Middle School
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations	$ 1,000.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs; Games	$ 500.00
2021-2022	Bake Sale	$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 2,100.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Donations; Payment to United Way	$ 1,950.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 2,100.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 2,100.00	**(A2)**
Expenditures	$ 2,100.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

Sherri L.Paul (Email approval attached) — **Sponsor's Signature** — 5/28/2021 — **Date**

Danese Tanner (Email approval attached) — **Activity Fund Custodian's Signature** — 5/28/2021 — **Date**

Form completed on 5/28/2021

Otto, Kelle E

From: Paul, Sherri L
Sent: Friday, May 28, 2021 10:11 AM
To: Otto, Kelle E
Subject: Fw: Appproval needed
Attachments: OMS - Project 986 (DA United Way) - Editable.xlsx

Sherri Paul
Principal's Secretary OMS

From: Tanner, Danese <dtanner@baschools.org>
Sent: Friday, May 28, 2021 9:53 AM
To: Paul, Sherri L <slpaul@baschools.org>
Subject: FW: Appproval needed

I approve.

From: Paul, Sherri L
Sent: Friday, May 28, 2021 8:01 AM
To: Tanner, Danese <dtanner@baschools.org>
Subject: Appproval needed

Sherri Paul
Principal's Secretary OMS

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 125.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 100.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Tournament Profit	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,425.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 205.94
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 600.00
	Total Expenditures	$ 1,580.94

Beginning Fund Balance	$ 155.94	(A1) From Report**
Revenue	$ 1,425.00	(A2)
Expenditures	$ 1,580.94	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

x Janet Hardin — Sponsor's Signature — 5/17/21 Date

x [signature] — Activity Fund Custodian's Signature — 5/18/21 Date

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Tournament Hosting Fees	$ 50.00
2021-2022	Buzzer System	$ 50.00
	Total Expenditures	$ 600.00

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 50.00
2021-2022	School Pictures; Yearbooks; Ad Sales	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Senior Salutes Sales; Personalized Mugs/Cups Sales	$ 50.00
2021-2022	Recognition Advertisements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 550.00

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 200.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 200.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 150.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software; Cameras	$ 150.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 97.80
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	$ 2,047.80

Beginning Fund Balance	$	1,497.80	(A1) From Report**
Revenue	$	550.00	(A2)
Expenditures	$	2,047.80	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X [signature]

Sponsor's Signature

Signed by: 7fb8e913-f423-49[illegible]-9b582c44dc47

5/17/2021

Date

X [signature]

Activity Fund Custodian's Signature

5/18/21

Date

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 50.00
2021-2022	Production fees	$ 50.00
	Total Expenditures	$ 550.00

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Art Supply Sales; Art Camp; Art Field Trip	$ 300.00
2021-2022	Dues & Fees; Fines; Registrations; Rental Fees	$ 450.00
2021-2022	Donations; Gifts; Grants	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
2021-2022	Purple Glaze or No-Pinot Palette Event	$ 50.00
2021-2022	Concession Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,300.00**

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies	$ 678.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 300.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Copy Supplies & Paper	$ 25.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Special Guests; Speakers; Clinicians; Tutors; Artists	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 300.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 22.28
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	**$ 2,175.28**

Beginning Fund Balance	$ 875.28	(A1) From Report**
Revenue	$ 1,300.00	(A2)
Expenditures	$ 2,175.28	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

x M Wheeler — Sponsor's Signature — 5/17/21 Date

x [signature] — Activity Fund Custodian's Signature — 5/18/21 Date

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Special Purchases/Projects	$ 50.00
	Total Expenditures	$ 150.00

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 1,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 2,500.00
2021-2022	Catalog/Brochure Sales	$ 24,000.00
2021-2022	Food Item sales; Clothing sales; Spirit item sales	$ 5,000.00
2021-2022	Reimbursements; Refunds	$ 1,000.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 100.00
2021-2022	Ticket Sales; Admission Costs	$ 500.00
2021-2022	Concession Sales; Equipment Sales	$ 500.00
2021-2022	Food Truck Profit Sharing	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 34,900.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 100.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 500.00
2021-2022	Copy supplies and paper	$ 1,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 54.21
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 1,500.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 1,500.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 300.00
2021-2022	Technology-related supplies, small equipment & software; subscriptions	$ 300.00
2021-2022	Uniforms; T-shirts; Patches	$ 5,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 2,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees, Contest Entry fees	$ 2,500.00
2021-2022	Donations; Scholarships	$ 100.00
2021-2022	Refunds; Reimbursements	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 42,100.00
	Total Expenditures	$ 57,404.21

Beginning Fund Balance	$	22,504.21	(A1) From Report**
Revenue	$	34,900.00	(A2)
Expenditures	$	57,404.21	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

x Stefanie L. Cottrell — Sponsor's Signature — 5/21/21 Date

x [signature] — Activity Fund Custodian's Signature — 5/21/21 Date

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 100.00
2021-2022	Transportation; Travel expenses	$ 5,000.00
2021-2022	Lodging	$ 400.00
2021-2022	Fundraiser Expenses	$ 12,000.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 8,000.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 2,000.00
2021-2022	Contracted Services; Other Professional Services	$ 100.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument repairs	$ 5,000.00
2021-2022	Music	$ 2,500.00
2021-2022	Recordings & Recording expenses	$ 100.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 100.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 50.00
2021-2022	Heartland Contest; Frontier City (trip costs, tickets, etc.)	$ 6,000.00
2021-2022	PPE	$ 400.00
2021-2022	Food truck/restaurant costs and fees	$ 200.00
	Total Expenditures	$ 42,100.00

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 850.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 850.00

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 2,295.64
2021-2022	Co-curricular materials, small equipment	$ 25.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 5.00
2021-2022	Appliances, Furniture & Fixtures	$ 6.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 10.00
2021-2022	General Supplies <$5,000 non-durable	$ 10.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 10.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 10.00
2021-2022	Adaptive Supplies	$ 10.00
2021-2022	Uniforms; Clothing	$ 5.00
2021-2022		$ -
2021-2022	Professional Development; Travel expenses; Transportation	$ 10.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 10.00
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 2,406.64

Beginning Fund Balance	$	1,556.64	(A1) From Report**
Revenue	$	850.00	(A2)
Expenditures	$	2,406.64	(B1)
Ending Fund Balance	$	0.00	(B2) (A1+A2-B1=B2)

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

X _____ 6/4/21
Sponsor's Signature — Date

X _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 7,400.00
2021-2022	Catalog/Brochure Sales	$ 6,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 200.00
2021-2022	Coupon Books; Jewelry/Wearable item sales	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 100.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales; Equipment Sales	$ 25.00
2021-2022	Food Truck Profit Sharing	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 14,400.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Transportation; Travel expenses	$ 3,000.00
2021-2022	Lodging	$ 2,250.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Music/Musical Tracks	$ 2,000.00
2021-2022	General Supplies <$5,000 non-durable; Props	$ 1,500.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 4,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 500.00
2021-2022	Uniforms; T-shirts; Costumes	$8,700.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 1,300.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums; Choreographers; Arrangers; Accompanist	$ 4,800.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 6,894.80
	Total Expenditures	$ 35,344.80

Beginning Fund Balance	$	20,944.80	(A1) From Report**
Revenue	$	14,400.00	(A2)
Expenditures	$	35,344.80	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Brooke Perez

Sponsor's Signature
Signed by: aae51d4b-4c65-4b5e-bab8-384a86fc5fe2

5/18/2021
Date

X

Activity Fund Custodian's Signature

5/21/21
Date

Form completed on 5/18/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Frontier City Expenses	$ 5,739.80
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 25.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 630.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 300.00
2021-2022	Repairs & Maintenance Services	$ 50.00
	Total Expenditures	$ 6,894.80

Form completed on 5/18/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 125.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.); Tiger Theater Gear	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Program shout outs; Business Ads	$ 50.00
2021-2022	Car washes	$ 50.00
2021-2022	Food Truck Profit Sharing	$ 50.00
2021-2022	Entry Fees	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 875.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 500.00
2021-2022	Health, First-Aid & Hygiene Supplies; Safety equipment	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 500.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 450.00
2021-2022	Uniforms; T-shirts; Costumes; Wigs; Accessories; Toiletries	$ 400.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 350.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 5,034.13
	Total Expenditures	**$ 7,934.13**

Beginning Fund Balance	$ 7,059.13	(A1) From Report**
Revenue	$ 875.00	(A2)
Expenditures	$ 7,934.13	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____

Sponsor's Signature

Signed by: 7fb9e9fa-f423-49b8-91ac-[illegible]82c44dc47

5/17/2021

Date

X _____

Activity Fund Custodian's Signature

5/18/21

Date

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses, lodging	$ 400.00
2021-2022	Professional Development/Travel Expenses	$ 50.00
2021-2022	Fundraiser Expenses	$ 500.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 200.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 300.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Play rights & scripts;Deposits;Production rights/fees;Play books	$ 1,300.00
2021-2022	Building Materials; Set construction; Painting supplies	$ 1,500.00
2021-2022	Machinery; Supplies for the Scene Shop (Stage Crafts)	$ 250.00
2021-2022	Lighting & Sound equipment; replacement parts	$ 25.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Show posters; Programs	$ 75.00
2021-2022	Props; Set Dressings	$ 25.00
2021-2022	Theatre Merchandise	$ 25.00
2021-2022	Off-site play tickets; non-school productions	$ 159.13
	Total Expenditures	**$ 5,034.13**

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	873 SAF JOURNALISM NEWSPAPER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 100.00
2021-2022	Fundraisers; Concession Sales	$ 400.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 500.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Copy supplies and paper	$ 500.00
2021-2022	Donations	$ 100.65
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 468.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel Expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, Videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	School Store Inventory Expenses; Merchandise	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 1,618.65

Beginning Fund Balance	$	1,118.65	(A1) From Report**
Revenue	$	500.00	(A2)
Expenditures	$	1,618.65	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

x Jarod Hardin — Sponsor's Signature — Date 6/7/21

x [signature] — Activity Fund Custodian's Signature — Date 6/7/21

Form completed on 6/7/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Waste Management; Dept. of Defense; Robotics Camps	$ 100.00
2021-2022	Special Events/Projects	$ 50.00
2021-2022	Host workshops, camps, tournaments, showcases	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,575.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Shipping	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 155.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	$ 1,680.00

Beginning Fund Balance	$	105.00	(A1) From Report**
Revenue	$	1,575.00	(A2)
Expenditures	$	1,680.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X _____
Denis Schmitt
Sponsor's Signature

5/13/2021
Date

X _____
Activity Fund Custodian's Signature

5/18/21
Date

Form completed on 5/13/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Robotics competitions; Robot parts; Bots	$ 50.00
	Total Expenditures	$ 700.00

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Books Fairs	$ 1,000.00
2021-2022	Dues & Fees; Fines; Lost/Damaged books and materials	$ 450.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Grants	$ 50.00
2021-2022	Read-a-thons	$ 25.00
2021-2022	Sticker Sales; Food Item Sales	$ 25.00
2021-2022	Fundraisers	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,800.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 200.00
2021-2022	General Supplies; Copy supplies, ink & paper	$ 300.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 200.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Meals; Incentives; Appreciation	$ 200.00
2021-2022	Appliances, Furniture & Fixtures <$5,000; Book racks	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Fundraiser expenses	$ 175.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Professional Development	$ 1,000.00
2021-2022	Refunds & Reimbursements	$ 100.00
2021-2022	Author visits; Special Guests; Speakers; Honorariums; Clinicians; Tutors; Substitutes; Accompanists	$ 1,000.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 125.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 1,000.00
2021-2022	Petty Cash; Donations	$ 52.56
2021-2022	Co-curricular materials	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 400.00
	Total Expenditures	$ 5,002.56

Beginning Fund Balance	$	3,202.56	(A1) From Report**
Revenue	$	1,800.00	(A2)
Expenditures	$	5,002.56	(B1)
Ending Fund Balance	$	(0.00)	(B2) (A1+A2-B1=B2)

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

X Linda Vanderbough — 5/12/2021
Sponsor's Signature — Date

X [signature] — 5/18/21
Activity Fund Custodian's Signature — Date

Form completed on 5/12/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

Please check one:

X	NEW
	REVISED

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

REVENUE

Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 25.00
2021-2022	Uniforms; T-shirts	$ 25.00
2021-2022	Purposes for which Grants were received	$ 25.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 25.00
2012-2022	Book Repair supplies	$ 300.00
	Total Expenditures	$ 400.00

Form completed on 5/12/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; School Store Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs; Parking Passes sales	$ 100.00
2021-2022	Special Events, Purchases	$ 50.00
2021-2022	Book Fairs; Box Tops; Garage Sales	$ 50.00
2021-2022	Snack/Drink Cart	$ 50.00
2021-2022	Consumable Item Sales (Chewies, car tags, parent ID's, etc.)	$ 25.00
2021-2022	Walk-a-thons; Boosterthon; Speed Stacks; Jump Rope for Heart; Pumpkin Decorating Contest	$ 100.00
2021-2022	United Way	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Revenue	$ 2,300.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper; Parking Passes	$ 1,599.26
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	$ 400.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 75.00
2021-2022	Donations; Scholarships; Charitable Giving	$ 50.00
2021-2022	Refunds; Reimbursements	$ 75.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 13,650.00
	Total Expenditures	$ 16,499.26

Beginning Fund Balance	$ 14,199.26	(A1) From Report**
Revenue	$ 2,300.00	(A2)
Expenditures	$ 16,499.26	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____ 5/17/21
Sponsor's Signature — Date

X _____ 5/18/21
Activity Fund Custodian's Signature — Date

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
2021-2022	Chromebook Repair fees	$ 50.00
2021-2022	Health Challenges; Sticker Machine	$ 50.00
2021-2022	Basketball Game Fundraiser	$ 50.00
2021-2022	Student Donation Fundraiser	$ 50.00
2021-2022	Pencil/Paper machine	$ 50.00
2021-2022	School-wide Tournament Fundraisers	$ 50.00
2021-2022	Recycled toner cartridges/small electronics	$ 50.00
2021-2022	Survey participation profits; i.e. smoking cessation, etc.	$ 300.00
	Total Revenue:	$ 650.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 50.00
2021-2022	Purposes for which funds were received	$ 75.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 500.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 6,500.00
2021-2022	Contracted Services; Other Professional Services	$ 300.00
2021-2022	Yearbooks; School Pictures	$ 100.00
2021-2022	Adaptive Supplies	$ 400.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 3,000.00
2021-2022	Cleaning, Maintenance supplies	$ 500.00
2021-2022	Incentives; Bereavement items; Special Events/ Purchases	$ 1,000.00
2021-2022	Snack/Drink Cart Items; Concessions	$ 1,000.00
	Total Expenditures	$ 13,650.00

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	906 6TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Concession Sales	$ 307.23
2021-2022	Clothing sales	$ 500.00
2021-2022	Sack packs fundraiser	$ 200.00
2021-2022	Donations	$ 25.00
2021-2022	Food item sales	$ 400.00
2021-2022	School Supply Sales	$ 442.77
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,875.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Fundraiser Expenses	$ 732.23
2021-2022	Uniforms; T-shirts	$ 500.00
2021-2022	General Supplies <$5,000 non-durable	$ 300.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 200.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 100.00
2021-2022	Lodging	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; Officals; Security; Other labor costs/personnel	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 2,182.23

Beginning Fund Balance	$ 307.23	(A1) From Report**
Revenue	$ 1,875.00	(A2)
Expenditures	$ 2,182.23	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

x Dana Hardin — Sponsor's Signature — 6/7/21 Date

x [signature] — Activity Fund Custodian's Signature — 6/7/21 Date

Form completed on 6/7/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	907 7TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Concessions	$ 500.00
2021-2022	T-Shirt Sales	$ 600.00
2021-2022	Donations	$ 10.00
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,110.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Transportation	$ 700.00
2021-2022	Fundraiser expenses	$ 450.00
2021-2022	T-Shirts	$ 600.00
2021-2022	Field Trips	$ 580.00
2021-2022	Awards, gifts, decotations, regalia, and refreshments	$ 300.00
2021-2022	Refunds	$ 13.61
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 2,643.61

Beginning Fund Balance	$	1,533.61	(A1) From Report**
Revenue	$	1,110.00	(A2)
Expenditures	$	2,643.61	(B1)
Ending Fund Balance	$	(0.00)	(B2) (A1+A2-B1=B2)

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

x _____ 5/21/21
Sponsor's Signature — Date

x _____ 5/21/21
Activity Fund Custodian's Signature — Date

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	908 8TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 225.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 125.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Competitions	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,600.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 2,400.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 250.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 949.29
	Total Expenditures	$ 4,449.29

Beginning Fund Balance	$	2,849.29	(A1) From Report**
Revenue	$	1,600.00	(A2)
Expenditures	$	4,449.29	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

Sponsor's Signature — Date: 6-4-21

Activity Fund Custodian's Signature — Date: 6/4/21

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	908 8TH GRADE ACTIVITY

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 10.00
2021-2022	Lodging	$ 10.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 10.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; Officals; Security; Other labor costs/personnel	$ 25.00
2021-2022	Repairs & Maintenance Services	$ 45.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	8th Grade Day Supplies - inflatables, snacks, prizes, games, etc.	$ 674.29
	Total Expenditures	$ 949.29

Form completed on 6/7/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	922 HISTORY

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 100.00
2021-2022	Dues & Fees; Registration fees; Rental fees; Fines	$ 250.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 115.00
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 465.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	shirt orders	$ 400.00
2021-2022	bus rental	$ 100.00
2021-2022	registrations, dues, fees,	$ 155.00
2021-2022	travel, meals, per diem	$ 287.95
2021-2022	Transportation; Travel expenses	$ 460.00
2021-2022	Lodging	$ 250.00
2021-2022	National History Day expenses - travel, accommodations, etc.	$ 400.00
2021-2022		
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 2,052.95

Beginning Fund Balance	$ 1,587.95	(A1) From Report**
Revenue	$ 465.00	(A2)
Expenditures	$ 2,052.95	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 6/4/21
Sponsor's Signature — Date

X _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	929 SCIENCE OLYMPIAD

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 150.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Special purchases/ projects	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,400.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Uniforms; T-shirts	$ 150.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 183.25
2021-2022	Donations; Scholarships; Service Projects	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 300.00
	Total Expenditures	$ 1,433.25

Beginning Fund Balance	$	33.25	(A1) From Report**
Revenue	$	1,400.00	(A2)
Expenditures	$	1,433.25	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X _____ 6/4/21
Sponsor's Signature — Date

X _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	893 SAF CLUB ACCOUNTS
PROGRAM (ONLY for 893-Club Accounts):	929 SCIENCE OLYMPIAD

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 10.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 10.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 10.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment	$ 10.00
2021-2022	Contracted Services; Other Professional Services	$ 10.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
	Total Expenditures	$ 300.00

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Dodgeball Tournament	$ 100.00
2021-2022	Dues & Membership fees	$ 750.00
2021-2022	Concessions	$ 200.00
2021-2022	Donations	$ 50.00
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,100.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	T-shirts	$ 400.00
2021-2022	Dues & Membership fees	$ 3,000.00
2021-2022	paper and printing for certificates	$ 300.00
2021-2022	Hilary Smithee reimbursment for items purchased on https://www.njhs.us/store/	$ 300.00
2021-2022	Teacher gifts	$ 1,200.00
2021-2022	fundraiser expenses	$ 1,013.67
2021-2022	concessions	$ 600.00
2021-2022	transportation	$ 600.00
2021-2022	substitute	$ 400.00
2021-2022	Awards, gifts, regalia, decorations, refreshments	$ 1,000.00
2021-2022	Homecoming Project; Concessions, End of year party/trip	$ 25.00
2021-2022	Community Giveback	$ 25.00
2021-2022	Legacy Project; Service Projects	$ 50.00
2021-2022	Contracted Services; other professional services	$ 50.00
2021-2022	Repairs and Maintenance Services	$ 50.00
2021-2022	Speakers, Clinicians, Subs, Special Guests, Tutors	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 300.00
	Total Expenditures	$ 9,363.67

Beginning Fund Balance	$ 8,263.67	(A1) From Report**
Revenue	$ 1,100.00	(A2)
Expenditures	$ 9,363.67	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X [signature] 5/14/2021
Date

Sponsor's Signature
Signed by: 1a4b78d3-3feb-4705-9dfd-e679a8048226

X [signature] 6/4/21
Date

Activity Fund Custodian's Signature

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
2021-2022		
	Total Expenditures	$ 300.00

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Insurance Payments	$ 150.00
2021-2022	Chromebook repair/Replacement Fees	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 400.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 40.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 5.00
2021-2022	General Supplies; Parts; Equipment; Repairs	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 5.00
2021-2022	Chromebook accessories; Insurance	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 400.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 400.00	(A2)
Expenditures	$ 400.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 6/4/21
Sponsor's Signature — Date

X _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 3,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 300.00
2021-2022	Catalog/Brochure Sales	$ 200.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 2,500.00
2021-2022	Reimbursements for damaged instruments or instructional Material; Refunds	$ 575.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing; Food Truck Profit Sharing	$ 550.00
2021-2022	Honorariums	$ 50.00
2021-2022	Admission Fees; Ticket Sales	$ 2,050.00
2021-2022	Plant Sales; Sponsorships; Orchestra Clinics	$ 50.00
2021-2022	Summer Strings Academy Event	$ 50.00
2021-2022	Dine Out Nights	$ 50.00
2021-2022	Travel Expenses; Uniforms	$ 50.00
2021-2022	Concession, Tshirt and Candy Sales	$ 1,450.00
2021-2022	Fees for Activities, Trips and Festivals	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 11,925.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials, small equipment	$ 500.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services, Programs, Posters, Cards, Brochures Etc	$ 400.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 200.00
2021-2022	General Supplies <$5,000 non-durable	$ 1,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 1,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 500.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments for Concerts, Awards, Student Recognition Gatherings etc	$ 700.00
2021-2022	Dues, Memberships & Fees; Registrations; Licensing Fees; Bank fees; and for Professional Development and Organizations	$ 250.00
2021-2022	Donations; Scholarships	$ 100.00
2021-2022	Refunds; Reimbursements	$ 350.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 10,134.01
	Total Expenditures	$ 15,534.01

Beginning Fund Balance	$	3,609.01	(A1) From Report**
Revenue	$	11,925.00	(A2)
Expenditures	$	15,534.01	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X _____
Sponsor's Signature

5-21-21
Date

X _____
Activity Fund Custodian's Signature

5/21/21
Date

Form completed on 5/21/21

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 1,000.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 1,200.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 1,900.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument Repairs; Replacements, Maintenance	$ 2,465.00
2021-2022	Music, sheet music, books	$ 525.00
2021-2022	Incentives; Scholarships	$ 25.00
2021-2022	Heartland Contest/ Frontier City/Music Contest and Fetival Fees and Registration	$ 1,194.01
2021-2022	Storage equipment & materials	$ 225.00
2021-2022	All District Fees, Student Camp Fees,	$ 300.00
	Total Expenditures	**$ 10,134.01**

Form completed on 5/21/21

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Car Wash Fundraisers	$ 50.00
2021-2022	Concession Sales; Accessory Sales; Store sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs; Vendor Sales	$ 100.00
2021-2022	All Access, Activity and Athletic Passes for Students	$ 50.00
2021-2022	Special Events; Markers Space; Supply Store Sales	$ 25.00
2021-2022	Amazon Fundraiser; Scratch Off Fundraiser	$ 25.00
2021-2022	Grams Sales; Change Drive for Community Service	$ 25.00
2021-2022	Participation Activites (Turkey Bowling, games, etc.)	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,500.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials; Spirit Flags & Accessories	$ 437.29
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Data Plan	$ 5.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 10.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; IdU supplies	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts; Costumes; Clothing Items & Accessories	$ 250.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation	$ 3,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,800.00
	Total Expenditures	$ 7,152.29

Beginning Fund Balance	$	5,652.29	(A1) From Report**
Revenue	$	1,500.00	(A2)
Expenditures	$	7,152.29	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

x _____ 6/4/21
Sponsor's Signature — Date

x _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 25.00
2021-2022	Fundraiser Expenses	$ 25.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses; Honorariums; Other personnel costs	$ 25.00
2021-2022	Repairs & Maintenance Services; School Improvement; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Ticket Sales	$ 25.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Garden items; Concession supplies	$ 450.00
2021-2022	Olympic Day/End of Year Events	$ 50.00
2021-2022	Transportation; Travel expenses	$ 2,000.00
	Total Expenditures	$ 2,800.00

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Dues & Fees; Fines; Registrations	$ 100.00
2021-2022	Donations; Gifts	$ 150.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 50.00
2021-2022	T-shirt sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 950.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Kitchen products & supplies; Lounge supplies; Coffee Service	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events, staff showers, etc.	$ 200.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Uniforms; T-shirts; Spirit Wear	$ 449.41
2021-2022	Fundraiser expenses	$ 50.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 50.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 50.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 1,349.41**

Beginning Fund Balance	$	399.41	(A1) From Report**
Revenue	$	950.00	(A2)
Expenditures	$	1,349.41	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

** Report in IAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Dana Hardin — Sponsor's Signature — 5/17/21 Date

X [signature] — Activity Fund Custodian's Signature — 5/21/21 Date

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 200.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special projects/events	$ 100.00
2021-2022	Laser Engraving	$ 50.00
2021-2022	Printed items Sales; Holiday Greetings	$ 25.00
2021-2022	Items made in class sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 1,700.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 150.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 100.00
2021-2022	Donations; Scholarships	$ 254.28
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 700.00
	Total Expenditures	**$ 1,904.28**

Beginning Fund Balance	$ 204.28	(A1) From Report**
Revenue	$ 1,700.00	(A2)
Expenditures	$ 1,904.28	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____
Denis Schmitt
Sponsor's Signature

5/18/2021
Date

X _____
Activity Fund Custodian's Signature

5/18/21
Date

Form completed on 5/13/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
	Total Expenditures	$ 700.00

Form completed on 5/17/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	964 SAF MATH COUNTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 5.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 5.00
2021-2022	Catalog/Brochure Sales	$ 25.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 25.00
2021-2022	Reimbursements; Refunds	$ 25.00
2021-2022	Restaurant profit sharing	$ 10.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 25.00
2021-2022	Concession Sales; School supply sales	$ 25.00
2021-2022	Ticket Sales; Admission Costs	$ 15.00
2021-2022	Special projects/events	$ 5.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 165.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 5.00
2021-2022	Rentals; Lease Services	$ 5.00
2021-2022	Communication Services	$ 5.00
2021-2022	Printing & Binding; Copying services	$ 5.00
2021-2022	Copy supplies and paper	$ 5.00
2021-2022	Kitchen products & supplies	$ 5.00
2021-2022	General Supplies <$5,000 non-durable	$ 5.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 5.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 25.00
2021-2022	Fundraiser expenses	$ 141.60
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 25.00
2021-2022	Donations; Scholarships	$ 10.00
2021-2022	Refunds; Reimbursements	$ 10.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 401.60

Beginning Fund Balance	$ 236.60	(A1) From Report**
Revenue	$ 165.00	(A2)
Expenditures	$ 401.60	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ Sponsor's Signature — 4/4/21 Date

X _____ Activity Fund Custodian's Signature — 4/4/21 Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	971 DA VOLUNTEER ACCOUNT
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Dues & Fees; Registrations; Fines	$ 15.00
2021-2022	Donations; Gifts	$ 15.00
2021-2022	Food item sales	$ 25.00
2021-2022	Concession Sales	$ 25.00
2021-2022	Vending Account/Machines	$ 5.00
2021-2022	Car wash sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 110.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Kitchen products & supplies; Lounge supplies	$ 5.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; bereavement, showers, retirement, appreciation, etc.	$ 10.00
2021-2022	Fundraiser expenses	$ 125.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 10.00
2021-2022	Payroll; Employee Pay & Benefits	$ 5.00
2021-2022	Donations; Petty Cash	$ 5.00
2021-2022	Appliances; Furniture & Fixtures <$5,000	$ 10.00
2021-2022	Printing & Binding; Communication Services	$ 5.00
2021-2022	Technology-related supplies, small equipment, & software	$ 5.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 5.00
2021-2022	Dues & Fees	$ 5.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 190.00

Beginning Fund Balance	$ 80.00	(A1) From Report**
Revenue	$ 110.00	(A2)
Expenditures	$ 190.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 6/4/21
Sponsor's Signature — Date

X _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	974 SAF SPECIAL OLYMPICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Dues & Fees; Fines; Registrations	$ 750.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 750.00

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Year-end payment to General Fund	$ 750.00
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
2021-2022		$ -
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 750.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 750.00	(A2)
Expenditures	$ 750.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 6/4/21
Sponsor's Signature — Date

X _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts	$ 10.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 10.00
2021-2022	Catalog/Brochure Sales	$ 10.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 10.00
2021-2022	Reimbursements; Refunds	$ 5.00
2021-2022	Restaurant profit sharing	$ 10.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 10.00
2021-2022	Concession Sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 90.00

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular materials	$ 5.00
2021-2022	Rentals; Lease Services	$ 5.00
2021-2022	Communication Services	$ 5.00
2021-2022	Printing & Binding; Copying services	$ 5.00
2021-2022	Copy supplies and paper	$ 5.00
2021-2022	Fundraiser expenses	$ 131.05
2021-2022	General Supplies <$5,000 non-durable	$ 5.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 5.00
2021-2022	Uniforms; T-shirts	$ 80.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 10.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 5.00
2021-2022	Donations; Scholarships	$ 5.00
2021-2022	Refunds; Reimbursements	$ 5.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 271.05

Beginning Fund Balance	$ 181.05	(A1) From Report**
Revenue	$ 90.00	(A2)
Expenditures	$ 271.05	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ 6/4/21
Sponsor's Signature — Date

X _____ 6/4/21
Activity Fund Custodian's Signature — Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 30.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 20.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs; Games	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 150.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations; Payment to United Way	$ 65.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 5.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 5.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	**$ 150.00**

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 150.00	(A2)
Expenditures	$ 150.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X _____ Sponsor's Signature — 6/4/21 Date

X _____ Activity Fund Custodian's Signature — 6/4/21 Date

Form completed on 6/4/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	530 Oneta Ridge Middle School
ACCOUNT NAME & PROJECT:	994 SAF TIGER CHALLENGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Catalog/Brochure Sales; Clothing Sales	$ 50.00
2021-2022	Concession Sales; Admission Costs; Ticket Sales	$ 75.00
2021-2022	Special Projects/Events/Contests	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, walks/runs	$ 175.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 550.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Co-curricular Materials; small equipment	$ 25.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments, Incentives	$ 439.88
2021-2022	Kitchen Products & Supplies	$ 25.00
2021-2022	Special guests, Speakers, Substitutes, Clinicians; Tutors	$ 20.00
2021-2022	General Supplies; Copy supplies & Paper	$ 50.00
2021-2022	Uniforms; T-shirts	$ 425.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of Equipment	$ 20.00
2021-2022	Refunds & Reimbursements	$ 25.00
		$ -
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 1,179.88

Beginning Fund Balance	$	629.88	(A1) From Report**
Revenue	$	550.00	(A2)
Expenditures	$	1,179.88	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X _____ 6/7/21
Sponsor's Signature — Date

X _____ 6/7/21
Activity Fund Custodian's Signature — Date

Form completed on 6/7/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 1,329.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,329.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 600.00
	Total Expenditures	$ 1,425.00

Beginning Fund Balance	$	96.00	(A1) From Report**
Revenue	$	1,329.00	(A2)
Expenditures	$	1,425.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

5/4/2021

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: 8b1b9ca8-4fec-4750-a609-ba2f76011bc7

5/4/2021
Date

X

Activity Fund Custodian's Signature

5/20/2021
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	801 SAF ACADEMIC TEAM
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Tournament Hosting Fees	$ 50.00
2021-2022	Buzzer System	$ 50.00
	Total Expenditures	$ 600.00

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 400.00
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	$ 50.00
2021-2022	School Pictures; Yearbooks; Ad Sales	$ 2,400.00
2021-2022	Interest; Commissions	$ 25.00
2021-2022	Reimbursements; Refunds	$ 25.00
2021-2022	Restaurant profit sharing	$ 25.00
2021-2022	Catalog/Brochure Sales	$ 25.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 3,200.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 500.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 398.98
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 400.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 200.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software; Cameras	$ 200.00
2021-2022	Uniforms; T-shirts	$ 200.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 280.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,400.00
	Total Expenditures	$ 5,278.98

Beginning Fund Balance	$ 2,078.98	(A1) From Report**
Revenue	$ 3,200.00	(A2)
Expenditures	$ 5,278.98	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Michelle Hall
Michelle Hall
Sponsor's Signature
Signed by: 3b1b9ca8-4fec-4750-a609-ba2f76011bc7

5/28/2021
Date

X Lindsay Johnson
Activity Fund Custodian's Signature

5/28/2021
Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	807 SAF ANNUAL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 100.00
2021-2022	Transportation; Travel expenses; Lodging	$ 50.00
2021-2022	Production fees	$ 100.00
2021-2022	Fundraiser Expenses	$ 1,700.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Yearbooks	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Special guests, Speakers, Clinicians, Substitutes, Tutors	$ 200.00
	Total Expenditures	$ 2,400.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Art Supply Sales; Art Camp; Art Field Trip	$ 300.00
2021-2022	Dues & Fees; Fines; Registrations; Rental Fees	$ 500.00
2021-2022	Donations; Gifts; Grants	$ 1,500.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Catalog/Brochure Sales	$ 500.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Special/Student Projects/Events	$ 200.00
2021-2022	Purple Glaze or No-Pinot Palette Event	$ 50.00
2021-2022	Concession Sales	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 3,350.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	General Supplies; Copy supplies & paper, other non durables	$ 757.82
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Incentives	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Fundraiser expenses	$ 100.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Lodging	$ 25.00
2021-2022	Refunds & Reimbursements	$ 100.00
2021-2022	Special Guests; Speakers; Clinicians; Tutors; Artists; Substitutes	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 300.00
2021-2022	Payroll; Employee Pay & Benefits; Substitutes	$ 1,000.00
2021-2022	Travel Expenses; Transportation	$ 200.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials, small equipment	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 250.00
	Total Expenditures	$ 3,532.82

Beginning Fund Balance	$ 182.82	(A1) From Report**
Revenue	$ 3,350.00	(A2)
Expenditures	$ 3,532.82	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Michelle Hall — 5/28/2021

Michelle Hall
Sponsor's Signature
Signed by: [illegible]

Date

X [signature] — 5/28/2021

Activity Fund Custodian's Signature

Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	811 SAF ART
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Special Purchases/Projects	$ 150.00
	Total Expenditures	$ 250.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

Please check one:

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

[X] NEW
[ ] REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 900.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 200.00
2021-2022	Catalog/Brochure Sales	$ 8,500.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 25.00
2021-2022	Restaurant profit sharing	$ 25.00
2021-2022	Ticket Sales; Admission Costs, Concerts	$ 200.00
2021-2022	Concession Sales; Equipment Sales	$ 25.00
2021-2022	Food Truck Profit Sharing	$ 25.00
2021-2022	Instrument Usage Fees	$ 4,500.00
2021-2022	Student Fees	$ 4,300.00
2021-2022	Candy/candy Bar Sales	$ 4,600.00
2021-2022	Band Shirt Fee	$ 2,000.00
2021-2022	Band Hoodie Fee	$ 1,810.64
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 27,210.64

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 350.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 200.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts; Patches	$ 2,625.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 900.00
2021-2022	Dues, memberships and Fees; Registrations; Licensing Fees; Bank fees	$ 300.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 27,139.30
	Total Expenditures	$ 32,164.30

Beginning Fund Balance	$ 4,953.66	(A1) From Report**
Revenue	$ 27,210.64	(A2)
Expenditures	$ 32,164.30	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

5/6/2021

X Ryan Grant — 5/20/2021

Sponsor's Signature — Date

Signed by: 93031f0e-4e8e-4d46-9787-8a60562df159

X — 5.20.2021

Activity Fund Custodian's Signature — Date

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	818 SAF BAND
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Student/Teacher Transportation; Travel expenses; Lodging	$ 1,400.00
2021-2022	Other Professional Services	$ 50.00
2021-2022	Fundraiser and Event Expenses	$ 6,564.30
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 8,950.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument repairs	$ 50.00
2021-2022	Music, Sheet Music	$ 2,500.00
2021-2022	Recordings & Recording expenses	$ 25.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Purpose for which Grants or Donations were received	$ 50.00
2021-2022	Heartland Contest; Frontier City; Entry Fees	$ 4,000.00
2021-2022	General Band Equipment (ie; percussion, mallets, marching equipment,instruments and repair supplies)	$ 2,750.00
2021-2022	Substitute Teachers	$ 500.00
	Total Expenditures	$ 27,139.30

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Grants; Gifts	$ 1,450.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,450.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Purpose for which Grants or Donations were Received	$ 250.00
2021-2022	Co-curricular materials, small equipment	$ 250.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 50.00
2021-2022	Appliances, Furniture & Fixtures	$ 100.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 100.00
2021-2022	General Supplies <$5,000 non-durable	$ 150.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	$ 1,450.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,450.00	(A2)
Expenditures	$ 1,450.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

5/4/2021

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: 3[illegible]1b9ca8-4fec-4750-a609-ba2f76011bc7

5/4/2021
Date

X

Activity Fund Custodian's Signature

5/20/2021
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Rentals	$ 25.00
2021-2022	Petty Cash; Donations	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 200.00
2021-2022	Dues & Fees; Registration fees; Rental fees, memberships	$ 12,000.00
2021-2022	Catalog/Brochure Sales	$ 12,500.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 200.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 50.00
2021-2022	Concession Sales; Equipment Sales	$ 200.00
2021-2022	Food Truck Profit Sharing	$ 25.00
2021-2022	Coupon Books; Jewelry/Wearable item sales	$ 25.00
2021-2022	Flower + Shoutout Sales at Concert	$ 200.00
2021-2022	Sponsorships and Car washes	$ 1,000.00
2021-2022	Merchandise sales; Discount Cards; shirts	$ 2,500.00
		$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 29,700.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Props	$ 150.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 250.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts; Costumes	$ 7,800.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; appreciation; recognition	$ 150.00
2021-2022	Dues, memberships & Fees; Registrations; Licensing Fees; Bank fees	$ 350.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 675.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 30,505.00
	Total Expenditures	$ 40,380.00

Beginning Fund Balance	$	10,680.00	(A1) From Report**
Revenue	$	29,700.00	(A2)
Expenditures	$	40,380.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X _____ for Holly Harper

Holly Harper — Date

Sponsor's Signature

X _____ 5/20/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	833 SAF CHOIR
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 5,100.00
2021-2022	Lodging	$ 4,400.00
2021-2022	Fundraiser Expenses	$ 4,000.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 500.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums; Choreographers; Arrangers	$ 9,655.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases	$ 50.00
2021-2022	Music, sheet music	$ 3,000.00
2021-2022	Recordings & Recording expenses; Audio equipment	$ 2,000.00
2021-2022	Truck & Equipment Rentals/Repairs	$ 50.00
2021-2022	Grant Purchases (Equipment, Supplies, etc.)	$ 25.00
2021-2022	Special Purchases for which the money was received	$ 25.00
2021-2022	Contest/Competition/Conference Entry Fees	$ 1,500.00
	Total Expenditures	$ 30,505.00

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

Please check one:

X	NEW
	REVISED

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 300.00
2021-2022	Dues, Memberships & Fees; Registration fees; Rental fees	$ 900.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food and Candy item sales; Clothing sales; Spirit item sales; Art sales	$ 600.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 400.00
2021-2022	Merchandise and Catalog sales (notebooks, fanny packs, key chains, stickers, pencils, etc.); Tiger Theater Gear	$ 300.00
2021-2022	Concession Sales	$ 300.00
2021-2022	Ticket Sales; Admission Costs	$ 1,000.00
2021-2022	Program shout outs; Business Ads	$ 50.00
2021-2022	Car washes; Tiger Theatre Gear; Hat Day	$ 1,000.00
2021-2022	Food Truck Profit Sharing	$ 75.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 5,075.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 200.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services; Show Posters & Programs	$ 75.00
2021-2022	Copy supplies and paper	$ 200.00
2021-2022	Health, First-Aid & Hygiene Supplies; Safety equipment	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 1,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 450.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts; Costumes; Wigs; Accessories; Toiletries	$ 200.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	$ 117.97
2021-2022	Dues & Fees; Registrations/Entry Fees; Licensing Fees; Bank fees	$ 300.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,750.00
	Total Expenditures	$ 5,892.97

Beginning Fund Balance	$ 817.97	(A1) From Report**
Revenue	$ 5,075.00	(A2)
Expenditures	$ 5,892.97	(B1)
Ending Fund Balance	$ 0. 00	(B2) (A1+A2-B1=B2)

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

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: [illegible]

5/28/2021
Date

X [signature]

Activity Fund Custodian's Signature

5/28/2021
Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	844 SAF DRAMA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 250.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 300.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 175.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	$ 400.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Play rights & scripts;Deposits;Production rights/fees;Play books	$ 50.00
2021-2022	Building Materials; Set construction; Painting supplies	$ 125.00
2021-2022	Machinery; Supplies for the Scene Shop (Stage Crafts)	$ 125.00
2021-2022	Lighting & Sound equipment; replacement parts	$ 25.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Props; Set Dressings	$ 25.00
2021-2022	Theatre Merchandise	$ 25.00
2021-2022	Off-site play tickets	$ 25.00
	Total Expenditures	$ 2,750.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 1,375.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 300.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 350.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Waste Management; Dept. of Defense; Robotics Camps	$ 100.00
2021-2022	Special Events/Projects	$ 50.00
2021-2022	Host workshops, camps, tournaments, showcases	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 3,100.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 100.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Shipping	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts	$ 100.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 500.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,275.45
	Total Expenditures	$ 3,925.45

Beginning Fund Balance	$ 825.45	(A1) From Report**
Revenue	$ 3,100.00	(A2)
Expenditures	$ 3,925.45	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Michelle Hall — 5/28/2021

Michelle Hall
Sponsor's Signature
Signed by: 3b1f59ca8-4fec-4750-a609-6a2f76011bc7

Date

X — 5/28/2021

Activity Fund Custodian's Signature

Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	877 SAF ROBOTICS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 250.45
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 200.00
2021-2022	Payroll; Employee Pay & Benefits; Substitute Pay	$ 1,100.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 150.00
2021-2022	Robotics competitions; Robot parts; Bots supplies	$ 225.00
	Total Expenditures	$ 2,275.45

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Books Fairs	$ 5,500.00
2021-2022	Dues & Fees; Fines; Lost/Damaged books and materials	$ 400.00
2021-2022	Donations; Gifts	$ 100.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Grants	$ 50.00
2021-2022	Read-a-thons	$ 25.00
2021-2022	Sticker Sales; Food and Candy Item Sales	$ 800.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 6,925.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 4,100.00
2021-2022	General Supplies; Copy supplies & paper	$ 200.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 175.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Meals; Incentives; Appreciation	$ 200.00
2021-2022	Appliances, Furniture & Fixtures <$5,000; Book racks	$ 500.00
2021-2022	Technology-related supplies, small equipment & software	$ 150.00
2021-2022	Fundraiser expenses	$ 2,301.45
2021-2022	Kitchen products & supplies	$ 100.00
2021-2022	Professional Development/Conference Registration, hotel & travel	$ 350.00
2021-2022	Refunds & Reimbursements	$ 200.00
2021-2022	Author visits; Special Guests; Speakers; Honorariums; Clinicians; Tutors; Substitutes; Accompanists	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing fees	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Petty Cash; Donations	$ 50.00
2021-2022	Co-curricular materials	$ 350.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 250.00
	Total Expenditures	$ 9,126.45

Beginning Fund Balance	$	2,201.45	(A1) From Report**
Revenue	$	6,925.00	(A2)
Expenditures	$	9,126.45	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X _____ 5/3/21
Sponsor's Signature — Date

X _____ 5/28/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/3/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	889 DA MEDIA CENTER
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Communication Services; Printing & Binding; Binding & Repairs	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Purposes for which Grants were received	$ 25.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 25.00
2021-2022	General Supplies <$5,000 non-durable (pencils, pens etc)	$ 100.00
	Total Expenditures	$ 250.00

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 500.00
2021-2022	Dues, memberships & fees; Registration fees; Name badges; Rental fees	$ 600.00
2021-2022	Catalog/Brochure Sales; Pencil Sales, Food item sales; Clothing & Tshirt sales; Spirit item sales; Art sales	$ 550.00
2021-2022	School Store	$ 200.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 500.00
2021-2022	School Pictures; Yearbooks	$ 300.00
2021-2022	Concession Sales; School Store Sales	$ 308.41
2021-2022	Ticket Sales; Admission Costs; Parking Passes sales	$ 700.00
2021-2022	Special Events/Projects	$ 50.00
2021-2022	Book Fairs; Box Tops; Garage Sales	$ 250.00
2021-2022	Snack/Drink Cart; Special occasion Grams	$ 50.00
2021-2022	Consumable Item Sales (Chewies, car tags, parent ID's, etc.)	$ 25.00
2021-2022	Walk/Jog-a-thons; Boosterthon; Speed Stacks; Jump Rope for Heart; Pumpkin Decorating Contest; Readathons	$ 100.00
2021-2022	United Way; Change Drive; Kona Ice	$ 900.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 350.00
	Total Revenue	$ 5,483.41

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 250.00
2021-2022	Rentals; Lease Services	$ 70.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper; Parking Passes	$ 300.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 350.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 500.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 300.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 250.00
2021-2022	Technology-related supplies, small equipment & software	$ 250.00
2021-2022	Uniforms; T-shirts	$ 250.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers; Bereavement	$ 400.00
2021-2022	Dues, Memberships & Fees; Registrations; Licensing Fees; Bank fees	$ 275.00
2021-2022	Donations; Scholarships; Charitable Giving	$ 1,000.00
2021-2022	Refunds; Reimbursements	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 4,580.00
	Total Expenditures	$ 9,075.00

Beginning Fund Balance	$ 3,591.59	(A1) From Report**
Revenue	$ 5,483.41	(A2)
Expenditures	$ 9,075.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Michelle Hall — 5/28/2021
Michelle Hall — Date
Sponsor's Signature
Signed by: 3b1b9ca8-4fec-4750-a609-ba2f7601bc7

X — 5/28/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	892 SAF STUDENT RAISED FUNDS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
2021-2022	Chromebook Repair fees	$ 50.00
2021-2022	Health Challenges; Sticker Machine	$ 50.00
2021-2022	Basketball Game Fundraiser	$ 50.00
2021-2022	Student Donation Fundraiser; Square 1 Art sales	$ 50.00
2021-2022	Pencil/Paper machine	$ 25.00
2021-2022	School-wide Tournament Fundraisers	$ 50.00
2021-2022	Recycled toner cartridges/small electronics	$ 25.00
2021-2022	Game, Bingo, Family Fun Nights; Dances; Movie nights	$ 25.00
2021-2022	Profit Sharing (painting studio, other businesses, etc.)	$ 25.00
	Total Revenue	$ 350.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses; Lodging	$ 500.00
2021-2022	Chromebook insurance/software licensing	$ 75.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits; Refund Reimbursements	$ 1,200.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 30.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs, Student Speaker Services	$ 1,850.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 550.00
2021-2022	Yearbooks; School Pictures	$ 50.00
2021-2022	Adaptive Supplies	$ 25.00
2021-2022	School Pet Supplies	$ 25.00
2021-2022	Playground Materials; Small equipment; Outside Improvements	$ 25.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Incentives; Bereavement items; Special Events/ Purchases	$ 25.00
2021-2022	Snack/Drink Cart items; Concessions	$ 25.00
2021-2022	Purposes for which funds were received; Super Kids Day expenses; 5th grade day expenses	$ 25.00
	Total Expenditures	$ 4,580.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales; Concession sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Holiday Grams/Candy Grams	$ 50.00
2021-2022	Holiday Toy Drive Donations	$ 500.00
2021-2022	Ticket Sales; Admission Costs	$ 150.00
2021-2022	Canned Food Drive Donations; Coin Drive	$ 50.00
2021-2022	Special Events	$ 25.00
2021-2022	Dodgeball Tournament	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,500.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Appreciation; Prizes	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 550.00
	Total Expenditures	$ 1,500.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 1,500.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: [illegible]

5/28/2021
Date

X [signature]

Activity Fund Custodian's Signature

5/28/2021
Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	897 SAF NATIONAL JUNIOR HONOR SOCIETY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Legacy Project; Service Projects	$ 50.00
2021-2022	Community Giveback	$ 25.00
2021-2022	Homecoming Project; Concessions; End of year party/trip	$ 25.00
	Total Expenditures	$ 550.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	901 DA ONE TO ONE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Dues & Fees	$ 100.00
2021-2022	Insurance Payments	$ 10,000.00
2021-2022	Chromebook/chargers/battery repair/Replacement Fees	$ 2,700.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 12,850.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Year-end payment to General Fund	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 2,000.00
2021-2022	General Supplies; Parts; Equipment; Repairs	$ 50.00
2021-2022	Refunds & Reimbursements	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments	$ 50.00
2021-2022	Chromebook accessories; Insurance	$ 50.00
2021-2022	Reimbursement to General Fund	$ 11,940.00
2021-2022	Replacement Chargers/batteries/etc	$ 2,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 16,290.00

Beginning Fund Balance	$	3,440.00	(A1) From Report**
Revenue	$	12,850.00	(A2)
Expenditures	$	16,290.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

5/3/2021

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: 5b1b9ca8-4fec-4750-a609-ba2f76011bc7

5/3/2021
Date

X

Activity Fund Custodian's Signature

5/20/2021
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 3,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 300.00
2021-2022	Catalog/Brochure Sales	$ 200.00
2021-2022	Food item sales; Clothing sales; Spirit item sales	$ 2,500.00
2021-2022	Reimbursements for damaged instruments or Instructional Material; Refunds	$ 575.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing; Food Truck Profit Sharing	$ 550.00
2021-2022	Honorariums	$ 50.00
2021-2022	Admission Fees; Ticket Sales	$ 2,050.00
2021-2022	Plant Sales; Sponsorships; Orchestra Clinics	$ 50.00
2021-2022	Summer Strings Academy Event	$ 50.00
2021-2022	Dine Out Nights	$ 50.00
2021-2022	Travel Expenses; Uniforms	$ 50.00
2021-2022	Concession, Tshirt and Candy Sales	$ 1,450.00
2021-2022	Fees for Activities, Trips and Festivals	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 11,925.00

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials, small equipment	$ 500.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services, Programs, Posters, Cards, Brochures Etc	$ 400.00
2021-2022	Copy supplies and paper	$ 100.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 200.00
2021-2022	General Supplies <$5,000 non-durable	$ 1,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 1,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 500.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments for Concerts, Awards, Student Recognition Gatherings etc	$ 700.00
2021-2022	Dues, Memberships & Fees; Registrations; Licensing Fees; Bank fees; and for Organizations	$ 250.00
2021-2022	Donations; Scholarships	$ 100.00
2021-2022	Refunds; Reimbursements	$ 350.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 9,965.00
	Total Expenditures	$ 15,365.00

Beginning Fund Balance	$ 3,440.00	(A1) From Report**
Revenue	$ 11,925.00	(A2)
Expenditures	$ 15,365.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Michelle Hall — 5/28/2021

Michelle Hall
Sponsor's Signature
Signed by: 3b4b8ca8-4fec-4750-a609-ba2f76011bc7

Date

X [signature] — 5/28/2021

Activity Fund Custodian's Signature

Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	905 SAF ORCHESTRA
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 1,000.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 1,200.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 100.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Accompanists; Tutors; MasterClass; Honorariums	$ 1,900.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Instrument Supplies; Instrument purchases; Instrument Repairs; Replacements, Maintenance	$ 2,465.00
2021-2022	Music, sheet music, books	$ 525.00
2021-2022	Incentives; Scholarships	$ 25.00
2021-2022	Heartland Contest/ Frontier City/Music Contest and Fetival Fees and Registration	$ 1,025.00
2021-2022	Storage equipment & materials	$ 225.00
2021-2022	All District Fees, Student Camp Fees,	$ 300.00
	Total Expenditures	$ 9,965.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	907 DA PTA DONATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Grants; Gifts	$ 2,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 2,000.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Special Purpose for which Grants, Money or Donations were Received	$ 150.00
2021-2022	Co-curricular materials, small equipment	$ 100.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 100.00
2021-2022	Furniture & Fixtures	$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; Copy supplies & paper	$ 100.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals; Incentives; Appreciation	$ 100.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Uniforms; Clothing	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 74.59
2021-2022	Dues & Fees; Registrations; Lodging	$ 25.00
2021-2022	Yearbooks; Pictures	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Outside Improvements; Beautification projects	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 1,500.00
	Total Expenditures	$ 2,574.59

Beginning Fund Balance	$ 574.59	(A1) From Report**
Revenue	$ 2,000.00	(A2)
Expenditures	$ 2,574.59	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

5/4/2021

X Michelle Hall — 5/4/2021

Michelle Hall
Sponsor's Signature
Signed by: 3b1b9ca8-4fec-4750-a609-ba2f76011bc7
Date

X — 5/20/2021

Activity Fund Custodian's Signature
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	907 DA PTA DONATION
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	Petty Cash; Donations	$ 25.00
2021-2022	Special Guests, Speakers, Substitutes; Clinicians; Tutors	$ 300.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 25.00
	Total Expenditures	$ 1,500.00

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 50.00
2021-2022	Dues & fees; Registration fees; Rental fees	$ 400.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 50.00
2021-2022	Reimbursements; Refunds	$ 50.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Car Wash Fundraisers; Carnations sales	$ 50.00
2021-2022	Concession Sales; Accessory Sales; Store sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs; Vendor Sales	$ 100.00
2021-2022	All Access, Activity and Athletic Passes for Students	$ 50.00
2021-2022	Special Events; Markers Space; Supply Store Sales	$ 25.00
2021-2022	Amazon Fundraiser; Scratch Off Fundraiser	$ 25.00
2021-2022	Grams Sales; Change Drive for Community Service	$ 25.00
2021-2022	Participation Activites (Turkey Bowling, games, etc.)	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,500.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials; Spirit Flags & Accessories	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services; Data Plan	$ 50.00
2021-2022	Printing & Binding; Copying Services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable; IdU supplies	$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 100.00
2021-2022	Uniforms; T-shirts; Costumes; Clothing Items & Accessories	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 600.00
	Total Expenditures	$ 1,500.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 1,500.00	(A2)
Expenditures	$ 1,500.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: 3b1b3bc8-4fec-4f50-a609-ba2f76011bc7

5/28/2021
Date

X

Activity Fund Custodian's Signature

5/28/2021
Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	934 SAF STUDENT COUNCIL
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors, Security, Nurses; Honorariums; Other personnel costs	$ 50.00
2021-2022	Repairs & Maintenance Services; School Improvement; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Ticket Sales	$ 25.00
2021-2022	Cleaning, Maintenance supplies	$ 25.00
2021-2022	Garden items; Concession supplies	$ 50.00
2021-2022	Olympic Day/End of Year Events	$ 50.00
	Total Expenditures	$ 600.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Dues & Fees; Fines; Registrations	$ 600.00
2021-2022	Donations; Gifts	$ 1,300.00
2021-2022	Restaurant Profit Sharing	$ 100.00
2021-2022	Clothing sales; Spirit item sales	$ 100.00
2021-2022	Food item sales	$ 150.00
2021-2022	Name Badges	$ 150.00
2021-2022	Concession Sales	$ 50.00
2021-2022	Vending Account/Machines	$ 50.00
2021-2022	Special Events	$ 50.00
2021-2022	Turkey Trot Fundraiser; Jeans Day Stickers	$ 200.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 2,750.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Kitchen products & supplies; Lounge supplies; Coffee/tea Services	$ 200.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; Recognition; Incentives; Appreciation; Special events	$ 1,350.00
2021-2022	Refunds & Reimbursements	$ 150.00
2021-2022	Uniforms; T-shirts; Spirit Wear	$ 200.00
2021-2022	Fundraiser expenses	$ 393.26
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 50.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Donations; Petty Cash	$ 50.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 250.00
2021-2022	Appliances; Furniture & Fixtures <$5,000; Equipment	$ 200.00
2021-2022	Printing & Binding; Communication Services	$ 50.00
2021-2022	Technology-related supplies, small equipment, & software	$ 150.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 50.00
2021-2022	Dues & Fees; Registrations	$ 50.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 150.00
	Total Expenditures	$ 3,543.26

Beginning Fund Balance	$	793.26	(A1) From Report**
Revenue	$	2,750.00	(A2)
Expenditures	$	3,543.26	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X Dana Bjornson — 5/12/21
Sponsor's Signature — Date

X — 5/28/2021
Activity Fund Custodian's Signature — Date

Form completed on 5/12/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Rentals; Lease Services	$ 25.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 25.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 25.00
2021-2022	Lodging	$ 25.00
	Total Expenditures	$ 150.00

Form completed on 5/21/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 1,400.00
2021-2022	Dues & Fees; Registration fees; Rental fees	$ 500.00
2021-2022	Catalog/Brochure Sales	$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	$ 500.00
2021-2022	Reimbursements; Refunds	$ 200.00
2021-2022	Interest; Commissions	$ 50.00
2021-2022	Restaurant profit sharing	$ 50.00
2021-2022	Merchandise sales (notebooks, fanny packs, key chains, stickers, pencils, etc.)	$ 50.00
2021-2022	Concession Sales; Book sales; Coin Drive	$ 700.00
2021-2022	Ticket Sales; Admission Costs	$ 100.00
2021-2022	Special projects/events	$ 300.00
2021-2022	Laser Engraving	$ 50.00
2021-2022	Printed Items Sales; Holiday Greetings	$ 25.00
2021-2022	Items made in class sales	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 4,000.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 200.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 150.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 200.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 100.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 154.97
2021-2022	Technology-related supplies, small equipment & software	$ 200.00
2021-2022	Uniforms; T-shirts	$ 200.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 200.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 200.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 150.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 2,100.00
	Total Expenditures	$ 4,154.97

Beginning Fund Balance	$	154.97	(A1) From Report**
Revenue	$	4,000.00	(A2)
Expenditures	$	4,154.97	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

X Michelle Hall — 5/28/2021

Michelle Hall
Sponsor's Signature
Signed by: [illegible]

Date

X [signature] — 5/28/2021

Activity Fund Custodian's Signature

Date

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	940 SAF TECHNOLOGY ED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 100.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 1,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 150.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 150.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 150.00
2021-2022	Cleaning, Maintenance supplies	$ 150.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
2021-2022	Special Projects/Events	$ 50.00
	Total Expenditures	$ 2,100.00

Form completed on 5/28/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 1,325.21
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,325.21

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding; Copying services	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 75.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals, Incentives, Appreciation	$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 25.00
2021-2022	Donations; Scholarships	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 650.00
	Total Expenditures	$ 1,500.00

Beginning Fund Balance	$	174.79	(A1) From Report**
Revenue	$	1,325.21	(A2)
Expenditures	$	1,500.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

5/4/2021

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: 3b[illegible]fec-4750-a[illegible]6011bc7

5/4/2021
Date

X

Activity Fund Custodian's Signature

5/20/2021
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	978 SAF SADD
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation; Travel expenses	$ 50.00
2021-2022	Lodging	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Equipment; Replacement of Equipment	$ 50.00
	Total Expenditures	$ 650.00

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	986 DA UNITED WAY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations	$ 160.00
2021-2022	Dues & Fees	$ 50.00
2021-2022	Restaurant Profit Sharing	$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs; Games	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 310.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations; Payment to United Way	$ 160.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 25.00
2021-2022	Refunds; Reimbursements	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 310.00

Beginning Fund Balance	$ -	(A1) From Report**
Revenue	$ 310.00	(A2)
Expenditures	$ 310.00	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X Leigh Anne Batt 5/18/21

Sponsor's Signature Date

X 5/20/2021

Activity Fund Custodian's Signature Date

Form completed on 5/18/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	510 Sequoyah Middle School
ACCOUNT NAME & PROJECT:	994 SAF TIGER CHALLENGE
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	$ 283.45
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 283.45

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations	$ 50.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Co-curricular Materials; small equipment	$ 25.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments, Incentives	$ 25.00
2021-2022	Kitchen Products & Supplies	$ 25.00
2021-2022	Travel Expenses; Transportation; Lodging	$ 50.00
2021-2022	Special guests, Speakers, Substitutes, Clinicians; Tutors	$ 50.00
2021-2022	General Supplies; Copy supplies & Paper	$ 50.00
2021-2022	Uniforms; T-shirts	$ 25.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of Equipment	$ 50.00
2021-2022	Refunds & Reimbursements	$ 25.00
2021-2022	Rentals; Lease Services	$ 25.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 550.00

Beginning Fund Balance	$	266.55	(A1) From Report**
Revenue	$	283.45	(A2)
Expenditures	$	550.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

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

5/4/2021

X Michelle Hall

Michelle Hall
Sponsor's Signature
Signed by: 3b1b9ca8-4fec-4750-a609-ba2f76011bc7

5/4/2021
Date

X

Activity Fund Custodian's Signature

5/20/2021
Date

Form completed on 5/20/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	780 Vanguard
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Grants; Gifts	$ 555,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 555,000.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Purpose for which Grants or Donations were Received	$ 50,000.00
2021-2022	Co-curricular materials, small equipment	$ 50,000.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	$ 500.00
2021-2022	Appliances, Furniture & Fixtures	$ 10,000.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	$ 500.00
2021-2022	General Supplies <$5,000 non-durable	$ 5,000.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	$ 50,000.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	$ 5,000.00
2021-2022	Outdoor Equipment	$ 50,000.00
2021-2022	Computer equipment	$ 30,000.00
2021-2022	Equimpent for maker space	$ 100,000.00
2021-2022	Professional Development; Travel expenses; Transportation	$ 70,000.00
2021-2022	Dues Fees etc	$ 3,000.00
2021-2022	Photography equipment	$ 50,000.00
2021-2022	Contracted Services; Other Professional Services	$ 25,000.00
2021-2022	Software licenses	$ 50,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 6,000.00
	Total Expenditures	**$ 555,000.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 555,000.00	**(A2)**
Expenditures	$ 555,000.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Jason Jedamski — 6/1/2021

Sponsor's Signature — Date

Signed by: ac38e593-e8fb-4f8c-a884-6489fefa3a83

X Jason Jedamski (Signature Above) — 6/1/2021

Activity Fund Custodian's Signature — Date

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	780 Vanguard
ACCOUNT NAME & PROJECT:	825 DA GRANTS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	$ 500.00
2021-2022	Payroll; Employee Pay & Benefits	$ 500.00
2021-2022	Rentals	$ 2,500.00
2021-2022	Petty Cash; Donations	$ 2,500.00
	Total Expenditures	$ 6,000.00

PAGE 2

Form completed on 6/1/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	780 Vanguard Academy
ACCOUNT NAME & PROJECT:	836 DA VANGUARD ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
2021-2022	Donations; Gifts; Grants	$ 1,500.00
2021-2022	Dues & Fees; Registration fees; Name Badges; Rental fees	$ 1,000.00
2021-2022	Catalog/Brochure Sales	$ 1,000.00
2021-2022	Food item sales; Clothing Sales; Spirit item sales; Art Sales	$ 1,000.00
2021-2022	Reimbursements; Refunds	$ 500.00
2021-2022	Interest; Commissions	$ 1,000.00
2021-2022	Restaurant profit sharing	$ 4,500.00
2021-2022	Admission Sales	$ 500.00
2021-2022	Concession Sales; Hexagon Sales	$ 500.00
2021-2022	Ticket Sales; Admission Costs; Parking Passes Sales	$ 1,000.00
2021-2022	Book Fairs	$ 500.00
2021-2022	Tournament Sales; Competition Revenue	$ 1,500.00
2021-2022	Special Events/Projects	$ 500.00
2021-2022	United Way	$ 250.00
2021-2022	Company Fundraiser Nights	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	**$ -**
	Total Revenue	**$ 15,500.00**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
2021-2022	Co-curricular supplies	$ 1,000.00
2021-2022	Rentals; Lease Services	$ 1,000.00
2021-2022	Communication Services	$ 1,000.00
2021-2022	Printing & Binding; Copying Services	$ 1,000.00
2021-2022	Copy supplies and paper; Parking Passes	$ 1,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 1,000.00
2021-2022	Kitchen Products & Supplies; Cleaning, Maintenance supplies	$ 1,000.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 1,000.00
2021-2022	Books; Magazines; Newspapers; Periodicals; Subscriptions	$ 1,000.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 1,000.00
2021-2022	Technology-related supplies, small equipment & software	$ 1,000.00
2021-2022	Uniforms; T-shirts	$ 1,750.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments; Meals; Appreciation; Incentives	$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank Fees	$ 500.00
2021-2022	Donations; Charitable Giving; Scholarships	$ 500.00
2021-2022	Refunds; Reimbursements	$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	**$ 750.00**
	Total Expenditures	**$ 15,500.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 15,500.00	**(A2)**
Expenditures	$ 15,500.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Jason Jedamski — 6/2/2021

Sponsor's Signature — **Date**

Signed by: ac38e593-e8fb-4f8c-a884-6489fefa3a83

X Jason Jedamski (Signature above) — 6/2/2021

Activity Fund Custodian's Signature — **Date**

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**780 Vanguard Academy**
ACCOUNT NAME & PROJECT:	**836 DA VANGUARD ACTIVITY**
PROGRAM (ONLY for 893-Club Accounts):	**SELECT PROGRAM (ONLY FOR PROJECT 893)**

Please check one:

X	**NEW**
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	**$ -**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Transportation; Travel Expenses; Lodging	$ 50.00
2021-2022	Outside Improvements	$ 100.00
2021-2022	Fundraiser Expenses	$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Special Guests, Clinicians, Substitutes, Tutors, Labor costs	$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Professional Development	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Petty Cash	$ 50.00
2021-2022	Tournament Expenses; Competition Expenses	$ 50.00
2021-2022	Professional Consultants; Technical Consultants	$ 50.00
2021-2022	Purposes for which Grants or Donations were received	$ 50.00
	Total Expenditures	**$ 750.00**

Form completed on 6/2/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	780 Vanguard Academy
ACCOUNT NAME & PROJECT:	837 SAF VANGUARD STUDENT ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 150,000.00
2021-2022	Dues & Fees; Registration fees; Name Badges; Rental fees	$ 10,000.00
2021-2022	Maker night revenue	$ 10,000.00
2021-2022	Food item sales; Clothing Sales; Spirit item sales; Art Sales	$ 10,000.00
2021-2022	Reimbursements; Refunds	$ 100.00
2021-2022	Interest; Commissions	$ 100.00
2021-2022	Restaurant profit sharing	$ 500.00
2021-2022	School Pictures; Yearbooks	$ 50.00
2021-2022	Concession Sales; Hexagon Sales	$ 50,000.00
2021-2022	Ticket Sales; Admission Costs; Parking Passes Sales	$ 10,000.00
2021-2022	Book Fairs	$ 500.00
2021-2022	Tournament Sales; Competition Revenue	$ 7,500.00
2021-2022	Special Events/Projects	$ 5,000.00
2021-2022	United Way	$ 250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	**$ -**
	Total Revenue	**$ 254,000.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular supplies	$ 50,000.00
2021-2022	Rentals; Lease Services	$ 500.00
2021-2022	Communication Services	$ 1,500.00
2021-2022	Printing & Binding; Copying Services	$ 5,000.00
2021-2022	Copy supplies and paper; Parking Passes	$ 5,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 500.00
2021-2022	Kitchen Products & Supplies; Cleaning, Maintenance supplies	$ 500.00
2021-2022	General Supplies <$5,000 non-durable; Name Badges	$ 4,500.00
2021-2022	Books; Magazines; Newspapers; Periodicals; Subscriptions	$ 500.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 4,500.00
2021-2022	Technology-related supplies, small equipment & software	$ 48,000.00
2021-2022	Uniforms; T-shirts	$ 9,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, and Refreshments; Meals; Appreciation; Incentives	$ 5,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank Fees	$ 1,500.00
2021-2022	Donations; Charitable Giving; Scholarships	$ 7,500.00
2021-2022	Refunds; Reimbursements	$ 5,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	**$ 105,500.00**
	Total Expenditures	**$ 254,000.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 254,000.00	**(A2)**
Expenditures	$ 254,000.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Jason Jedamski — 5/29/2021

Sponsor's Signature — Date

Signed by: ac38e593-e8fb-4f8c-a884-6489fefa3a83

X Jason Jedamski (Signature above) — 5/29/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/29/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	**780 Vanguard Academy**
ACCOUNT NAME & PROJECT:	**837 SAF VANGUARD STUDENT ACTIVITY**
PROGRAM (ONLY for 893-Club Accounts):	**SELECT PROGRAM (ONLY FOR PROJECT 893)**

Please check one:

X	**NEW**
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	**$ -**

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Transportation; Travel Expenses; Lodging	$ 10,000.00
2021-2022	Outside Improvements	$ 10,000.00
2021-2022	Fundraiser Expenses	$ 5,000.00
2021-2022	Payroll; Employee Pay & Benefits	$ 500.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 500.00
2021-2022	Speakers, Special Guests, Clinicians, Substitutes, Tutors, Labor costs	$ 10,000.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	$ 25,000.00
2021-2022	Contracted Services; Other Professional Services	$ 5,000.00
2021-2022	Yearbooks; School Pictures/photography	$ 19,000.00
2021-2022	Adaptive Supplies	$ 5,000.00
2021-2022	Petty Cash	$ 5,000.00
2021-2022	Tournament Expenses; Competition Expenses	$ 500.00
2021-2022	Professional Consultants; Technical Consultants	$ 5,000.00
2021-2022	Purposes for which Grants or Donations were received	$ 5,000.00
	Total Expenditures	**$ 105,500.00**

Form completed on 5/29/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	780 Vanguard Academy
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE

Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 25,000.00
2021-2022	Dues & Fees; Registration fees; Name Badges; Rental fees	$ 10,000.00
2021-2022	Catalog/Brochure Sales	$ 1,000.00
2021-2022	Food item sales; Clothing Sales; Spirit item sales; Art Sales	$ 1,000.00
2021-2022	Reimbursements; Refunds	$ 500.00
2021-2022	Interest; Commissions	$ 1,000.00
2021-2022	Restaurant profit sharing	$ 4,500.00
2021-2022	Admission Sales	$ 5,000.00
2021-2022	Concession Sales; Hexagon Sales	$ 5,000.00
2021-2022	Ticket Sales; Admission Costs; Parking Passes Sales	$ 1,000.00
2021-2022	Book Fairs	$ 500.00
2021-2022	Tournament Sales; Competition Revenue	$ 1,500.00
2021-2022	Special Events/Projects	$ 5,000.00
2021-2022	United Way	$ 2,500.00
2021-2022	Company Fundraiser Nights	$ 2,500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	**$ 66,000.00**

EXPENDITURES

Fiscal Year	Expenses	Estimated Amount
2021-2022	Kitchen products & supplies; Lounge supplies	$ 500.00
2021-2022	Awards, gifts, decorations, regalia, and refreshments; Meals; Incentives; Bereavement	$ 2,000.00
2021-2022	Refunds & Reimbursements	$ 1,000.00
2021-2022	Uniforms; T-shirts; Spirit Wear	$ 5,000.00
2021-2022	Fundraiser expenses	$ 500.00
2021-2022	Cleaning, Maintenance Supplies & Chemicals	$ 500.00
2021-2022	General Supplies; Name Badges; Copy supplies & Paper	$ 5,000.00
2021-2022	Payroll; Employee Pay & Benefits	$ 100.00
2021-2022	Donations; Petty Cash	$ 500.00
2021-2022	Professional Development	$ 5,000.00
2021-2022	Appliances; Furniture & Fixtures <$5,000	$ 5,000.00
2021-2022	Printing & Binding; Communication Services	$ 2,000.00
2021-2022	Technology-related supplies, small equipment, & software	$ 5,000.00
2021-2022	Books, magazines, subscriptions, periodicals, and newspapers	$ 5,000.00
2021-2022	Dues & Fees; Registrations	$ 500.00
2021-2022	Health; First-Aid & Hygiene Supplies	$ 1,900.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 26,500.00
	Total Expenditures	**$ 66,000.00**

Beginning Fund Balance	$ -	**(A1)** From Report**
Revenue	$ 66,000.00	**(A2)**
Expenditures	$ 66,000.00	**(B1)**
Ending Fund Balance	$ -	**(B2)** (A1+A2-B1=B2)

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

X Jason Jedamski — 5/29/2021

Sponsor's Signature — Date

Signed by: ac38e593-e8fb-4f8c-a884-6489fefa3a83

X Jason Jedamski (Signature Above) — 5/29/2021

Activity Fund Custodian's Signature — Date

Form completed on 5/29/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	780 Vanguard Academy
ACCOUNT NAME & PROJECT:	938 FAF TEACHER/STAFF ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	**Deposits**	**Estimated Amount**
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	**Expenses**	**Estimated Amount**
	Continued from Page 1:	
2021-2022	Gifts	$ 500.00
2021-2022	Technical Consultants; Professional Consultants	$ 5,000.00
2021-2022	Contracted Services; Other Professional Services	$ 5,000.00
2021-2022	Repairs and Maintenance Services; Equipment; Replacement of equipment	$ 5,000.00
2021-2022	Rentals; Lease Services	$ 5,000.00
2021-2022	Purpose for which Grants or Donations were received	$ 500.00
2021-2022	Films, videos, audio tapes, software, and audiovisual supplies	$ 500.00
2021-2022	Transportation; Travel Expenses; Lodging	$ 5,000.00
	Total Expenditures	$ 26,500.00

Form completed on 5/29/2021