

# SCHOOL ACTIVITY FUNDS MONTHLY FINANCIAL REPORT

F-SA-14  
8/93

South Todd Elementary School  
SCHOOL

May 31  
FOR THE MONTH ENDING

2016  
YEAR

ACTIVITY ACCOUNT	BEGINNING BALANCE	RECEIPTS DURING MONTH	EXPENDITURES DURING MONTH	CLOSE OF MONTH BALANCE
A01 Academic Team	\$108.93	\$0.00	\$0.00	\$108.93
AR01 Archery	\$4,872.17	\$0.00	\$1,374.38	\$3,497.79
B01 Bookstore	\$1,964.80	\$0.00	\$0.00	\$1,964.80
D01 Donations	\$50.00	\$0.00	\$0.00	\$50.00
F01 Faculty	\$1,939.55	\$397.11	\$1,086.68	\$1,249.98
F02 Flower	\$17.75	\$0.00	\$0.00	\$17.75
FT Field Trip Collections	\$0.00	\$0.00	\$0.00	\$0.00
G01 General Fund	\$20,142.16	\$104.12	\$178.22	\$20,068.06
GT! Gifted & Talented	\$120.00	\$20.00	\$140.00	\$0.00
L01 Library	\$5,268.88	\$249.60	\$72.28	\$5,446.20
M01 Music - Dawn Sharp	\$116.34	\$0.00	\$0.00	\$116.34
P01 PE Fund	\$18.05	\$0.00	\$0.00	\$18.05
PRESC Preschool Tuton	\$0.00	\$0.00	\$0.00	\$0.00
PTO PTO Acct.	\$20,274.41	\$36.00	\$215.46	\$20,094.95
R01 Rewards For Students	\$4,029.37	\$1,962.84	\$2,433.15	\$3,559.06
SO1 Special Olympics	\$886.41	\$0.00	\$0.00	\$886.41
A. SUB-TOTALS				
B. INTER-FUND TRANSFERS				
C. TOTALS (A - B)				*

## RECONCILIATION

Beginning Ledger Balance	_____	Balance per Bank Statement	_____
Add: Receipts (Line C)	_____	Add: Deposits in Transit	_____
Sub-Total	_____	Sub-Total	_____
Less: Expenditures (Line C)	_____	Less: Outstanding Checks	_____
Ending Ledger Balance	* _____	Other Adjustment - EXPLAIN	_____
		Actual Cash Balance	* _____

\* THESE THREE NUMBERS MUST AGREE

The above information is a true statement of the financial condition of the various activity accounts of this school.

  
PRINCIPAL

6-1-16  
DATE

  
CENTRAL FUND TREASURER

6-1-16  
DATE

2016  
YEAR

RECONCILIATION			
Beginning Ledger Balance	<u>\$77,553.03</u>	Balance per Bank Statement	<u>\$73,546.53</u>
Add: Receipts (Line C)	<u>\$5,349.67</u>	Add: Deposits in Transit	<u>\$0.00</u>
Sub-Total	<u>\$82,902.70</u>	Sub-Total	<u>\$73,546.53</u>
Less: Expenditures (Line C)	<u>\$10,922.37</u>	Less: Outstanding Checks	<u>\$1,566.20</u>
Ending Ledger Balance	<u>* \$71,980.33</u>	Other Adjustment - EXPLAIN	<u>\$0.00</u>
		Actual Cash Balance	<u>* \$71,980.33</u>
* THESE THREE NUMBERS MUST AGREE			

The above information is a true statement of the financial condition of the various activity accounts of this school.

PRINCIPAL

6-1-16

DATE \_\_\_\_\_

CENTRAL FUND TREASURER

6-1-16

DATE \_\_\_\_\_

**South Todd Elementary School**  
**Receipts List by Date for 5/01/2016 to 5/31/2016**

Date	Receipt #	Type	Description	Amount	Printed On
5/03/2016	0151888422	Check	Boxtops	\$555.50	
			R01 Rewards For Students	\$555.50	
5/03/2016	0151888423	Check	Great American	\$31.60	
			L01 Library	\$31.60	
5/03/2016	0151888424	Other	Shirts	\$7.00	
			PTO PTO Acct.	\$7.00	
5/03/2016	0151888425	Check	GT Field Trip	\$20.00	
			GT! Gifted & Talented	\$20.00	
5/18/2016	0151888426	Other	T-Shirts	\$12.00	
			PTO PTO Acct.	\$12.00	
5/18/2016	0151888427	Check	School Fee	\$20.00	
			STF Student Fees	\$20.00	
5/18/2016	0151888428	Other	Yearbooks	\$1,585.00	
			Y01 Yearbook	\$1,585.00	
5/20/2016	0151888429	Check	Jeans	\$40.00	
			F01 Faculty	\$40.00	
5/20/2016	0151888430	Other	Yearbooks	\$670.00	
			Y01 Yearbook	\$670.00	
5/20/2016	0151888431	Other	T-Shirts	\$17.00	
			PTO PTO Acct.	\$17.00	
5/20/2016	0151888432	Check	Vending	\$190.32	
			F01 Faculty	\$91.61	
			R01 Rewards For Students	\$98.71	
5/20/2016	0151888433	Check	Target Rewards	\$50.00	
			G01 General Fund	\$50.00	
5/20/2016	0151888434	Other	Snacks	\$265.50	
			F01 Faculty	\$265.50	
5/20/2016	0151888435	Other	Lost Books	\$218.00	
			L01 Library	\$218.00	
5/24/2016	0151888437	Other	Yearbooks	\$305.00	
			Y01 Yearbook	\$305.00	

**South Todd Elementary School**  
**Receipts List by Date for 5/01/2016 to 5/31/2016**

Date	Receipt #	Type	Description	Amount	Printed On
5/24/2016	0151888438	Check	Picture Comission	\$1,308.63	
			R01 Rewards For Students	\$1,308.63	
5/31/2016	0151888441	Interest	May Interest	\$54.12	
			G01 General Fund	\$54.12	
			<b>Total:</b>	<b>\$5,349.67</b>	

PC

# South Todd Elementary School

## Disbursements List by Date from 5/01/2016 to 5/31/2016

(\*) Voided Transaction (sp) Stopped Check

Not Calculated

Date	Check #	Type	Description	Amount
5/03/2016	7722	Check	Food Giant - Staff Appreciations	\$19.55
Check Account Breakdown				
		F01	Faculty	\$19.55
5/04/2016	7723	Check	Sam's Club - Testing Reward Snacks	\$548.26
Check Account Breakdown				
		R01	Rewards For Students	\$548.26
5/06/2016	7724	Check	Little Caesars - Pizza For Presenters	\$30.00
Check Account Breakdown				
		PTO	PTO Acct.	\$30.00
5/18/2016	7725	Check	Ashly Wofford - Archery Reception For Students	\$257.28
Check Account Breakdown				
		AR01	Archery	\$257.28
5/19/2016	7726	Check	Wal-Mart - Punch For 5th Gr/Retirement	\$29.33
Check Account Breakdown				
		F01	Faculty	\$7.22
		R01	Rewards For Students	\$22.11
5/19/2016	7727	Check	Sam's Club - KPREP Rewards/Field Day/Retirement	\$539.07
Check Account Breakdown				
		R01	Rewards For Students	\$489.19
		F01	Faculty	\$49.88
5/19/2016	7728	Check	Backyard Bouncers - Bouncers For KPREP/Field Day	\$1,087.50
Check Account Breakdown				
		R01	Rewards For Students	\$1,087.50
5/19/2016	7729	Check	Josten's - Yearbooks	\$5,422.20
Check Account Breakdown				
		Y01	Yearbook	\$5,422.20
5/20/2016	7730	Check	The Golden Rule - Plastic For Field Day	\$47.50
Check Account Breakdown				
		PTO	PTO Acct.	\$47.50
5/20/2016	7731	Check	Todd Co Board Of Ed - GT Field Trip	\$140.00
Check Account Breakdown				
		GT!	Gifted & Talented	\$140.00
5/20/2016	7733	Check	Gerald Printing - Archery Shirts	\$248.00
Check Account Breakdown				
		AR01	Archery	\$248.00
5/20/2016	7734	Check	MyOfficeProducts.Com - Envelopes For Testing	\$24.95
Check Account Breakdown				
		G01	General Fund	\$24.95
5/20/2016	7735	Check	DEMCO - Book Supplies	\$72.28



# South Todd Elementary School

## Disbursements List by Date from 5/01/2016 to 5/31/2016

(\*) Voided Transaction (sp) Stopped Check

Not Calculated

Date	Check #	Type	Description	Amount
Check Account Breakdown				
		L01	Library	\$72.28
5/20/2016	7736	Check	The Master Teacher - Apple Awards	\$78.70
Check Account Breakdown				
		F01	Faculty	\$78.70
5/20/2016	7737	Check	Little Caesars - Pizza For 3rd Grad KPREP Reward	\$60.00
Check Account Breakdown				
		PTO	PTO Acct.	\$60.00
5/20/2016	7732	Check	Angie Craig - Archery Hotel & Mileage Coach	\$314.05
Check Account Breakdown				
		AR01	Archery	\$314.05
5/23/2016	7738	Check	Sam's Club - 5th Grade Cake/Retirement	\$116.94
Check Account Breakdown				
		F01	Faculty	\$38.98
		PTO	PTO Acct.	\$77.96
5/23/2016	7739	Check	South Todd Cafeteria - Coffe & Tea	\$675.11
Check Account Breakdown				
		F01	Faculty	\$675.11
5/23/2016	7740	Check	Jones School Supply - Ribbions For Field Day	\$91.05
Check Account Breakdown				
		G01	General Fund	\$91.05
5/23/2016	7741	Check	Ashly Wofford - Archery Hotel & Mileage Coach	\$320.05
Check Account Breakdown				
		AR01	Archery	\$320.05
5/31/2016	7742	Check	Wal-Mart - Testing/Rewards/Snacks	\$565.55
Check Account Breakdown				
		G01	General Fund	\$62.22
		F01	Faculty	\$217.24
		R01	Rewards For Students	\$286.09
5/31/2016	7743	Check	NASP - Arrow Bag	\$235.00
Check Account Breakdown				
		AR01	Archery	\$235.00

**Total of Disbursements in Range: \$10,922.37**  
**Total Voided in Range, but Created Outside of Range: - \$0.00**  
**Total Stopped in Range, but Created Outside of Range: - \$0.00**  
**\$10,922.37**

AK

# Outstanding

## South Todd Elementary School

### Disbursements List by Date from 7/01/2015 to 5/31/2016

(*) Voided Transaction (sp) Stopped Check				Not Calculated
Date	Check #	Type	Description	Amount
8/19/2015	7575	Check	Office DePot - Cork Boards	\$71.82
Check Account Breakdown				
		PTO	PTO Acct.	\$71.82
* 12/12/2015	7624	Check	Domino's - Pizza For Tournaments Archery	\$267.75
Check Account Breakdown				
		AR01	Archery	\$267.75
* 12/15/2015	7628	Check	Toomy Lee's Granny - T-Shirts For Archery Tourname	\$1,170.00
Check Account Breakdown				
		AR01	Archery	\$1,170.00
* 2/22/2016	7658	Check	School Specialty - Supplies/Dorsey	\$95.59
Check Account Breakdown				
		PTO	PTO Acct.	\$95.59
* 2/25/2016	7664	Check	MyOfficeProducts.Com - Supplies/Cardwell	\$102.71
Check Account Breakdown				
		PTO	PTO Acct.	\$102.71
* 2/26/2016	7667	Check	GFS - Supplies For Academic Comp	\$1.00
Check Account Breakdown				
		A01	Academic Team	\$1.00
* 3/07/2016	7675	Check	School Specialty - Supplies/Chester	\$150.00
Check Account Breakdown				
		PTO	PTO Acct.	\$150.00
* 3/07/2016	7682	Check	Really Good Stuff - Supplies/Rundall	\$150.79
Check Account Breakdown				
		PTO	PTO Acct.	\$150.79
3/24/2016	7698	Check	Russellville High School - Archer Fee Refund	\$30.00
Check Account Breakdown				
		AR01	Archery	\$30.00
* 3/29/2016	7704	Check	Magic Stop Targets - Targets For Archery	\$95.00
Check Account Breakdown				
		AR01	Archery	\$95.00
4/12/2016	7713	Check	Southern Design - Shirts For Archers	\$224.00
Check Account Breakdown				
		AR01	Archery	\$224.00
* 4/13/2016	7714	Check	Kentucky Association Of School Admin - Nasp Educat	\$1,045.00
Check Account Breakdown				
		AR01	Archery	\$1,045.00
5/20/2016	7730	Check	The Golden Rule - Plastic For Field Day	\$47.50
Check Account Breakdown				
		PTO	PTO Acct.	\$47.50

# Outstanding

## South Todd Elementary School

### Disbursements List by Date from 7/01/2015 to 5/31/2016

(\*) Voided Transaction    (sp) Stopped Check Not Calculated

Date	Check #	Type	Description	Amount
5/20/2016	7735	Check	DEMCO - Book Supplies	\$72.28
Check Account Breakdown				
		L01	Library	\$72.28
5/23/2016	7741	Check	Ashly Wofford - Archery Hotel & Mileage Coach	\$320.05
Check Account Breakdown				
		AR01	Archery	\$320.05
5/31/2016	7742	Check	Wal-Mart - Testing/Rewards/Snacks	\$565.55
Check Account Breakdown				
		R01	Rewards For Students	\$286.09
		G01	General Fund	\$62.22
		F01	Faculty	\$217.24
5/31/2016	7743	Check	NASP - Arrow Bag	\$235.00
Check Account Breakdown				
		AR01	Archery	\$235.00

Total of Disbursements in Range:	\$1,566.20
Total Voided in Range, but Created Outside of Range: -	\$0.00
Total Stopped in Range, but Created Outside of Range: -	\$0.00
	\$1,566.20



**SCHOOL ACTIVITY FUND**  
**ACCOUNTS RECEIVABLE AND ACCOUNTS PAYABLE**

School	South Todd	Month May	
		Year 2016	

<b>Accounts Receivable</b>	<b>Purpose</b>	<b>Activity Account</b>	<b>Amount</b>
<b>Total</b>			

Accounts Payable	Purpose	Activity Account	Amount
Trophy Land	5th grade promotion	R01	253.75
<b>Total</b>			253.75

**Due with Monthly/Annual Financial Report**  
**Monthly June Report is the final listing of accounts receivable and payable for the fiscal year**

nc