

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX B DATE: May 10, 2019

TOPIC/TITLE: School Fundraiser Requests

PRESENTER: Scott Hawkins

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☐ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

As per Board policy all fundraisers must be approved by the Board of Education prior to the beginning of each fundraiser.

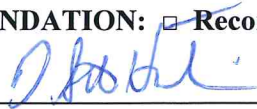
SUMMARY OF MAJOR ELEMENTS:

Attached Fundraisers: Southside Encore Club (Fun Run & 5K, service project); WCMS 8th Grade (Twilight 5K Run, service project; Yankee Candles).

IMPACT ON RESOURCES: None.

TIMETABLE FOR FURTHER REVIEW OR ACTION: Final report on each fundraiser due to Board of Education within 30 days of the fundraiser ending date.


SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX B DATE: May 3, 2019

TOPIC/TITLE: School Fundraiser Requests

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☐ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
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- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

As per Board policy all fundraisers must be approved by the Board of Education prior to the beginning of each fundraiser.

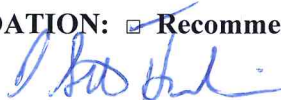
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for the Southside Encore Club to host a Back to School Fun Run & 5K with all proceeds to be used to purchase items for fine arts programs and performances.

IMPACT ON RESOURCES: None

TIMETABLE FOR FURTHER REVIEW OR ACTION: Final report on each fundraiser due to Board of Education within 30 days of the fundraiser ending date.

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



Request Form for School Fund-Raisers

All requests for fund-raising activities may be submitted to the Board at any time during the school year. Requests will be submitted on this form along with a current financial report. At the conclusion of the fund-raising activity, a copy of the original request shall be re-submitted within thirty (30) days. The final submission should include the actual sales, expenditures, profits, and use of the funds for the activity. Please note that this form must be TYPED, except for signatures, and have a budget attached.

School: Southside Elementary

Date: April 10, 2019

Person/Club/Organization: Encore Club (Southside Fine Arts)

Fund-Raiser Requested: Back-to-School Fun Run & 5K

Is this a Service Project per Board Policy 09.33? ☒ Yes ☐ No

Product to be Sold: Registration Fees for Race/Walk, Concessions, T-shirts

Number of Students Participating: All students will take home forms advertising race. (approximately 600)

Expected Beginning Date: Collection of Registration fees/Sponsorships Pledges beginning May 1, 2019

Race Date: August 23, 2019 (Beginning date cannot be prior to the Board Meeting.)

Expected Ending Date: August 23, 2019

	<u>PROJECTED</u>	<u>ACTUAL</u>
1. Gross Sales:	\$ 2500	\$
2. Expenses/Cost of Goods Sold:	\$ 500	\$
3. Total Profit:	\$ 2000	\$

4. Please attach a copy of your organization's budget for this academic year.

5. Please specify below how the funds raised by this event are to be spent.ITEMS TO BE PURCHASED FROM PROFITPROJECTEDACTUALFunds will be used to purchase items related to fine arts programs \$2,000\$

and performances. This could include things such as props, scripts as well as activities for students participating in fine arts sponsored events (Jump Rope for Heart, reading programs etc.)

6. Sponsor's Signature: Chai Ming Date: 4-11-197. As Principal, I ☐ recommend ☐ do not recommend this project.☒ Form is typed☐ Budget report is attached☒ Dates are not prior to Board Meeting.

Principal's rationale for not recommending this request:

Principal's Signature: [Signature] Date: 4/11/198. As Superintendent, I ☐ recommend ☐ do not recommend this project.

Superintendent's rationale for not recommending this request:

Superintendent's Signature: [Signature] Date: 5/13/19

A copy of this form was sent to the County Clerk as a notice for subscription sales.

Date sent: _____ Signature of Superintendent: _____

Review/Revised:6/27/2016

RECEIVED
APR 18 2019
WOODFORD COUNTY
BOARD OF EDUCATION

04/16/2019 14:18
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WOODFORD COUNTY PUBLIC SCHOOLS
YEAR-TO-DATE BUDGET REPORT



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FOR 2019 09

ACCOUNTS FOR:
21 DISTRICT ACTIVITY FUND

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
050210 SS DISTRICT ACTIVITY REVENUE							
050210 0999C 7439 BEG BALANCE CA	-3,386	-1,126	-4,512	-4,512.18	.00	.00	100.0%
050210 1740 7439 STUDENT FEES	-3,000	0	-3,000	.00	.00	-3,000.00	.0%*
050210 1790 7439 OTHER STUDENT A	-2,000	0	-2,000	.00	.00	-2,000.00	.0%*
050210 1920 7439 CONTRIBUTIONS/D	0	0	0	-3,061.19	.00	3,061.19	100.0%
TOTAL SS DISTRICT ACTIVITY REVENUE	-8,386	-1,126	-9,512	-7,573.37	.00	-1,938.81	79.6%
0502818 OTHER INSTRUCTION NON SBDM							
0502818 0610 7439 GENERAL SUPPLI	1,000	0	1,000	3,214.23	.00	-2,214.23	321.4%*
0502818 0650 7439 SUPPLIES-TECHN	3,922	0	3,922	.00	.00	3,922.00	.0%
0502818 0673 7439 FEES/REGISTRAT	1,000	0	1,000	780.00	.00	220.00	78.0%
0502818 0675 7439 ORGANIZTN SUPP	2,464	1,126	3,590	1,424.00	.00	2,166.18	39.7%
TOTAL OTHER INSTRUCTION NON SBDM	8,386	1,126	9,512	5,418.23	.00	4,093.95	57.0%
TOTAL DISTRICT ACTIVITY FUND	0	0	0	-2,155.14	.00	2,155.14	100.0%
TOTAL REVENUES	-8,386	-1,126	-9,512	-7,573.37	.00	-1,938.81	
TOTAL EXPENSES	8,386	1,126	9,512	5,418.23	.00	4,093.95	

04/16/2019 14:18
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WOODFORD COUNTY PUBLIC SCHOOLS
YEAR-TO-DATE BUDGET REPORT



P 2
glytdbud

FOR 2019 09


ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0	0	0	-2,155.14	.00	2,155.14	100.0%
GRAND TOTAL						

** END OF REPORT - Generated by Amanda Crowe **

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX B DATE: May 7, 2019

TOPIC/TITLE: School Fundraiser Requests

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☐ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

As per Board policy all fundraisers must be approved by the Board of Education prior to the beginning of each fundraiser.

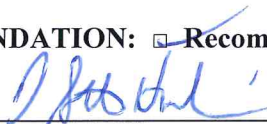
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for WCMS 8th Grade to host a Twillight 5K Run with all profits to be used towards Charleston, SC trip expenses.

IMPACT ON RESOURCES: None

TIMETABLE FOR FURTHER REVIEW OR ACTION: Final report on each fundraiser due to Board of Education within 30 days of the fundraiser ending date.

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



Request Form for School Fund-Raisers

All requests for fund-raising activities may be submitted to the Board at any time during the school year. Requests will be submitted on this form along with a current financial report. At the conclusion of the fund-raising activity, a copy of the original request shall be re-submitted within thirty (30) days. The final submission should include the actual sales, expenditures, profits, and use of the funds for the activity. Please note that this form must be TYPED, except for signatures, and have a budget attached.

School: Woodford County Middle School

Date: 5/6/2019

Person/Club/Organization: 8th Grade Trip

Fund-Raiser Requested: Twilight 5K Run

Is this a Service Project per Board Policy 09.33? ☒ Yes ☐ No

Product to be Sold: Race entries

Number of Students Participating: 310

Expected Beginning Date: 6/01/2019 (Beginning date cannot be prior to the Board Meeting.)

Expected Ending Date: 8/16/2019

	<u>PROJECTED</u>	<u>ACTUAL</u>
1. Gross Sales:	\$ <u>7,500.00</u>	\$ _____
2. Expenses/Cost of Goods Sold:	\$ <u>3,000.00</u>	\$ _____
3. Total Profit:	\$ <u>4,500.00</u>	\$ _____
4. Please attach a copy of your organization's budget for this academic year.		
5. Please specify below how the funds raised by <u>this event</u> are to be spent.		

<u>ITEMS TO BE PURCHASED FROM PROFIT</u>	<u>PROJECTED</u>	<u>ACTUAL</u>
	\$ _____	\$ _____
<u>Direct pay down of 8th grade trip</u>	\$ <u>4,500.00</u>	\$ _____
	\$ _____	\$ _____

6. Sponsor's Signature: Monica L. El Date: 5-7-197. As Principal, I ☒ recommend ☐ do not recommend this project.☐ Form is typed ☐ Budget report is attached☐ Dates are not prior to Board Meeting.

Principal's rationale for not recommending this request:

Principal's Signature: [Signature] Date: 5-7-198. As Superintendent, I ☐ recommend ☐ do not recommend this project.

Superintendent's rationale for not recommending this request:

Superintendent's Signature: [Signature] Date: 5/13/19

A copy of this form was sent to the County Clerk as a notice for subscription sales.

Date sent: _____ Signature of Superintendent: _____

Review/Revised: 6/27/2016

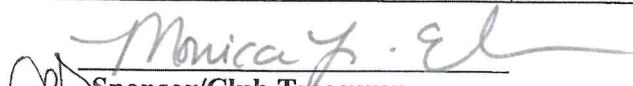
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WOODFORD COUNTY
BOARD OF EDUCATION
Page 1 of 1

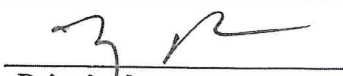
SCHOOL ACTIVITY FUND INDIVIDUAL ACTIVITY ACCOUNT BUDGET WORKSHEET

School Woodford Middle School
Activity Account 8th grade

Year 2018-19

Description	Receipts Budget	Expenditures Budget
Beginning Cash Balance		
RECEIPTS		
Yankee Candles	\$8,000	
Cookies	\$2,000	
Student Pymt	95,000	
EXPENDITURES		
Chicago pymt (Mountain Town)		95,000
T Shirts		2500
Subs		3200
Nurse		2500
Nurse Sub		500
add'l Chaperon (Fees For trip)		1300
TOTALS	105,000	105,000


Sponsor/Club Treasurer
4-18-17
Date


Principal
4-27-18
Date

Submit to Principal by April 15

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX B **DATE:** May 7, 2019

TOPIC/TITLE: School Fundraiser Requests

PRESENTER: Jimmy Brehm



ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
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- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

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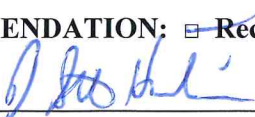
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for WCMS 8th Grade to sell Yankee Candles with all profits to be used for the Charleston, SC 2020 trip expenses.

IMPACT ON RESOURCES: None

TIMETABLE FOR FURTHER REVIEW OR ACTION: Final report on each fundraiser due to Board of Education within 30 days of the fundraiser ending date.

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



Request Form for School Fund-Raisers

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School: Woodford County Middle School

Date: 5/6/2019

Person/Club/Organization: 8th Grade Trip

Fund-Raiser Requested: Yankee Candle Sale

Is this a Service Project per Board Policy 09.33?

☐ Yes☒ No

Product to be Sold: Candles

Number of Students Participating: 310

Expected Beginning Date: 8/21/2019 (Beginning date cannot be prior to the Board Meeting.)

Expected Ending Date: 9/04/2019

	<u>PROJECTED</u>	<u>ACTUAL</u>
1. Gross Sales:	\$ <u>10,000.00</u>	\$ _____
2. Expenses/Cost of Goods Sold:	\$ <u>6,000.00</u>	\$ _____
3. Total Profit:	\$ <u>4,000.00</u>	\$ _____

4. Please attach a copy of your organization's budget for this academic year.

5. Please specify below how the funds raised by this event are to be spent.ITEMS TO BE PURCHASED FROM PROFIT

	<u>PROJECTED</u>	<u>ACTUAL</u>
	\$ _____	\$ _____
<u>Direct pay down of 8th grade trip</u>	\$ <u>4,000.00</u>	\$ _____
	\$ _____	\$ _____

6. Sponsor's Signature: Monica F. AlDate: 5-7-197. As Principal, I ☐ recommend ☐ do not recommend this project.☐ Form is typed☐ Budget report is attached☐ Dates are not prior to Board Meeting.

Principal's rationale for not recommending this request:

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Date sent: _____

Signature of Superintendent: _____

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Review/Revised: 6/27/2016

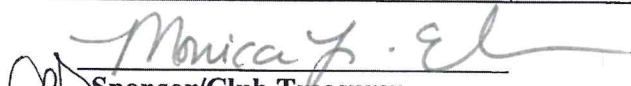
MAY -7 2019

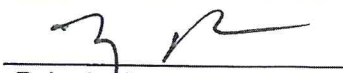
SCHOOL ACTIVITY FUND INDIVIDUAL ACTIVITY ACCOUNT BUDGET WORKSHEET

School Woodford Middle School
Activity Account 8th grade

Year 2018-19

Description	Receipts Budget	Expenditures Budget
Beginning Cash Balance		
RECEIPTS		
Yankee candles	\$8,000	
Cookies	\$2,000	
Student pmt	95,000	
EXPENDITURES		
Chicago pmt (Ment in Town)		95,000
T shirts		2500
Sub		3200
Nurse		2500
Nurse Sub		500
addl Chaperon (Fees For trip)		1300
TOTALS	105,000	105,000


Sponsor/Club Treasurer
4-18-17
Date


Principal
4-27-18
Date

Submit to Principal by April 15