

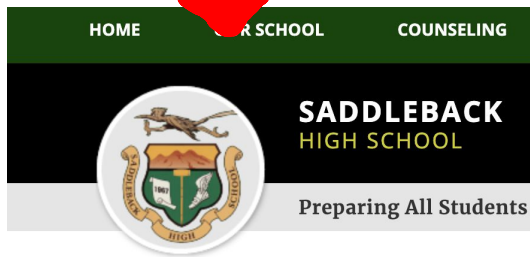
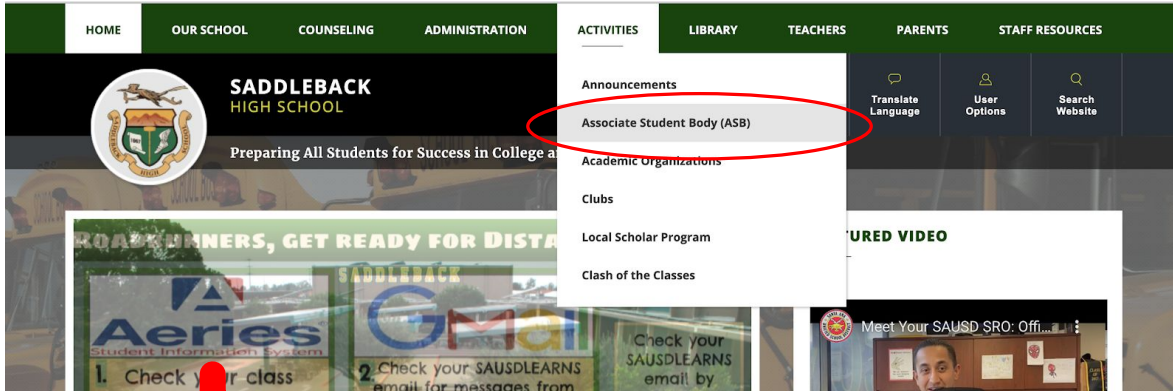


ABS FUNDRAISING AND APPROVALS PROCESS IN REMOTE LEARNING

WHO: Anyone with an ASB Account

WHAT: Paperwork & Procedures

WHERE: Saddleback Website



ASSOCIATE STUDENT BODY (ASB)

Overview

Approvals & Forms

Calendar of Student Activities

ASB Events List

ASB Elections

WHAT DO YOU NEED TO TURN IN?

Fundraiser:

- Club minutes *with signatures*
- Fundraiser approval form

Purchase (outside- district preferred):

- Club minutes *with signatures*
- Funds approval form
- Quote from business where purchasing from.

Purchase (advisor/coach reimbursement):

- Club minutes *with signatures*
- Reimbursement approval form

THEN WHAT?

Then email your COMPLETED forms to Meybell.Quijano@sausd.us, and Lindsey.Barfield@sausd.us by the *last* 5th period of the week prior to needing your approval. We will approve the *first* 5th period of the week. We are NOT the last stop. Mr. Bustamante still needs to approve as well.