

Saddleback High School
ASB Approvals
10/25/2022

Amendments

Date of Request	Club Name	Account #	Description of Purchase	Payable to:	PO #:	Original Amount	Amendmended Amount	Reason	Approved	Pending	Not Approved	Comments
10/21/2022	Folklorico Club	086-0670	Reimbursement not to exceed the amount approved for purchase and repair of shoes, outfits, and product of snack bar items	Norma Martinez Hernandez		921	\$800.00	\$815.10 Adviser went over original amount by \$15.10 due to tax charge.	X			
10/20/2022	Soccer Girls'	086-6320	Reimbursement not to exceed the amount approved above for snack bar after school	Angelica Pulido Castillo		937	\$200.00	\$358.00 Adviser did not understand how the reimbursement purchase order works; clerk explained the process again and reimbursement will be made after the fact this one time.	X			
10/24/2022	Student Body	086-6840	Paint and refillable markers for posters	Dick Blick		976	\$659.49	\$628.55 Received lower pricing with quote since SAUSD has an account	X			

Funds Approval Form (Expenses)

Date of Request	Club Name	Account #	Description of Purchase	Payable to:	Amount	Available Funds	Approved	Pending	Not Approved	Comments
10/17/2022	Cheerleaders Club	086-1520	Reimbursement for a speaker bought for the cheer team. Total cost \$200	Caren Jaras	\$200.00	\$2,753.97	X			Reimbursement for a speaker bought for the cheer team. Paid out of the SHS cheer fundraising money. Total cost of speaker \$200
10/17/2022	Cheerleaders Club	086-1520	New JAMZ competition payment. New cost is \$780.00, evenly split amongst 15 athletes. Equaling to \$52 per athlete	JAMZ	\$780.00	\$2,553.97	X			New JAMZ competition payment. New total is \$780.00 to be split evenly amongst 15 team members. Totaling in \$52 per athlete
10/18/2022	Folklorico Club	086-0670	Funds not to exceed \$600 for the purchase of outfits, accessories + snack bar restock purchase	Norma Martinez Hernandez	\$600.00	\$1,030.51	X			
10/21/2022	Soccer Girls'	086-6320	Reimbursement not to exceed the amount approved for purchase of items to sell during snack bar	Angelica Pulido Castillo	\$550.00	\$1,135.27	X			
10/21/2022	Student Body	086-6840	CADA membership renewal	CADA	\$300.00	\$3,324.07	X			
10/13/2022	Volleyball Girls	086-7780	For girls volleyball banquet	Newport Ribs Co.	\$1,875.00	\$7,408.35	X			
10/24/2022	Key Club	086-4040	To donate \$200 to the Pediatric Trauma Program through Kiwanis	Cal-NeV-Ha Children's Fund memo: D04W	\$200.00	\$603.00	X			

Fundraiser Approval Form (Income)

Date of Request	Club Name	Account #	Description of Fundraiser	Cost of Items	Selling Price	# of Items Purchase	Anticipated Income	Anticipated Profit	Approved	Pending	Not Approved	Comments
10/18/2022	Spyder Lab	086-6745	Limited Edition Halloween T-shirt sales	\$7.50	\$20.00	24	\$480.00	\$300.00	X			

Fundraising Recap

Date of Request	Club Name	Account #	Description of Fundraiser	Cost of Items	Selling Price	# of Items Purchase	Anticipated Income	Net Profit	Approved	Pending	Not Approved	Comments
10/10/2022	Key Club	086-4040	Fall Rally Tickets	\$2,025.00	\$85.00	23	\$0.00	-\$195.00	X			Students voted to lower cost of ticket to \$85.00 each since they fundraised beforehand. Chaperone ticket was paid out of the account due to district 10:1 ratio for field trips. Funds in account used to offset costs.
10/20/2022	Key Club	086-4040	Sharetea	\$0.00	Varies	set by restaurant	\$100.00	\$10.88	X			Not as many students purchased items at event as originally anticipated
10/17/2022	Girls Volleyball	086-7780	Pink Fundraiser	\$2,112.00	\$20 tees / \$35 hoodies	156	\$7,000.00	\$1,584.00	X			

Transfers

Date of Request	Club Transferring From	Account #	Club Transferring To	Account #	Purpose	Amount	Amount Available	Approved	Pending	Not Approved	Comments
10/18/2022	Cheerleaders Club	086-1520	Spyder Lab	086-6745	Transfer of funds for the cost of purchasing stickers from Spyder Lab on campus to learn cheer boxes. Total of 12 stickers at \$9.00 each totaling \$108.00	\$108.00	\$1,773.97	X			

ASB Treasurer/Secretary Approval: *Victoria Le*
ASB President Approval: *Sara*
Activities Advisor: *Bob*
Principal: *[Signature]*

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