

Fundraising proposal for KW High School Winter Musical Play

Play planned: Disney's the Little Mermaid

Dates: March 5, 6, 7, 8

Student participants: Grades 5-12, approximately 40 students

Musicals have higher costs for royalties, music books, recorded accompaniment, costumes, set pieces, props, microphones, and make up.

We did the musical, Disney's Beauty and the Beast 5 years ago. This show would be of the same scale.

Fundraising requested:

Ads in the program from businesses and individuals.

Donations from community members.

Sponsorships or "in kind" donations from the community.

Singing telegrams by students for Valentine's Day, and other occasions.

Possibly a Showcase of music and acting performances by students and alumni for paying patrons.

FOR OFFICE USE ONLY

Date Submitted _____
Vendor Contract Agreement Attached _____
Weekly Accounting Report Attached _____

KENYON-WANAMINGO SCHOOLS

Activity Fundraiser Request Form

- As described in School Board Policy 511, the district intends to meet the basic needs of all programs through its annual budgeting process. Fundraising may be approved by the board to enhance a program. The school board recognizes a desire and a need by some school sponsored student organizations for fundraising. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students and the general public.
- All school sponsored fundraising activities must be approved in advance by the superintendent or his/her designee. Participation in non-approved activities shall be considered a violation of school district policy and will be addressed through progressive disciplinary action.
- The board will review fundraiser requests at regular meetings in May, October, and March only.
- All requests must also align with the guidelines of district policies 533 – Wellness, 610 – Field Trips, and 902 – Facilities Use.

Name of School Sponsored Activity: THEATER

Advisor in Charge: Hannah Johnson / RANDY HOCKINSON

Start Date of Activity: MARCH 5 End Date of Activity: MARCH 8

Type of Activity/Fundraiser: Ads in the program for local businesses and individuals.

Is signing a contract or agreement involved? YES NO
(The superintendent is the only district employee with the authority to contract with another entity.)

Identify the vendor/company involved: Local businesses

Is the contract or agreement attached? YES NO

Time – Does it involve school time? YES X NO

If "YES" please state the exact times in the "Comments" section below.

Price of Admission/Fundraiser Item: _____

Proceeds to be used for: Funding the musical - higher royalties, music books,
recorded
rehearsal accompaniment, set pieces, props, microphones, make-up

Comments: We did the musical "Disney's Beauty and the Beast"
5 years ago
"Little Mermaid" will be a similar scale

Advisor Signature: [Signature] Date: 10-14-25

Student Officer Signature: Elic Branten Date: 10-14-25

Building Principal: M.R. ☒ Approved ☐ Not Approved Date: 10-20-25

Business Manager: ☒ Accounting Procedures in Place Date: 10-23-2025

Superintendent: ☒ Approved ☐ Not Approved Date: 10-23-2025

School Board: ☐ Approved ☐ Not Approved Date: _____

Revised October 24, 2016

FOR OFFICE USE ONLY

Date Submitted _____
Vendor Contract Agreement Attached _____
Weekly Accounting Report Attached _____

KENYON-WANAMINGO SCHOOLS

Activity Fundraiser Request Form

- As described in School Board Policy 511, the district intends to meet the basic needs of all programs through its annual budgeting process. Fundraising may be approved by the board to enhance a program. The school board recognizes a desire and a need by some school sponsored student organizations for fundraising. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students and the general public.
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Name of School Sponsored Activity: THEATER (MUSICAL)

Advisor in Charge: HANNAH JOHNSON / RANDY HOCKINS

← (Start Date of Activity: MARCH 5 End Date of Activity: MARCH 8)

Type of Activity/Fundraiser: SINGING TELEGRAMS / Valentines

Is signing a contract or agreement involved? YES ☒ NO
(The superintendent is the only district employee with the authority to contract with another entity.)

Identify the vendor/company involved: _____

Is the contract or agreement attached? N/A YES NO

Time – Does it involve school time? maybe YES NO

If "YES" please state the exact times in the "Comments" section below.

Price of Admission/Fundraiser Item: \$5-10 ?

Proceeds to be used for: Funding the musical - higher royalties, musical books, recorded accompaniment, ^{set} pieces, props, microphones, make-up

Comments: ~~See~~ See "Ads in the program" fundraiser sheet w/ all details

Advisor Signature: [Signature] Date: 10/14/25

Student Officer Signature: Elsie Braaten Date: 10/14/25

Building Principal: ^{M.R.} ✓ Approved Not Approved Date: 10-20-25

Business Manager: ✓ Accounting Procedures in Place Date: 10-23-2025

Superintendent: ✓ Approved Not Approved Date: 10-23-2025

School Board: Approved Not Approved Date:

Revised October 24, 2016

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Date Submitted _____

Vendor Contract Agreement Attached _____

Weekly Accounting Report Attached _____

KENYON-WANAMINGO SCHOOLS

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- The board will review fundraiser requests at regular meetings in May, October, and March only.
- All requests must also align with the guidelines of district policies 533 – Wellness, 610 – Field Trips, and 902 – Facilities Use.

Name of School Sponsored Activity: THEATER

Advisor in Charge: HANNAH JOHNSON

Start Date of Activity: MARCH 5 End Date of Activity: MARCH 8

Type of Activity/Fundraiser: Donations from community members / "in kind" donations or sponsorship from community

Is signing a contract or agreement involved? _____ YES _____ X NO
(The superintendent is the only district employee with the authority to contract with another entity.)

Identify the vendor/company involved: Community

Is the contract or agreement attached? _____ YES _____ X NO

Time – Does it involve school time? _____ YES _____ X NO

If "YES" please state the exact times in the "Comments" section below.

Price of Admission/Fundraiser Item: Varied on donation / sponsorship

Proceeds to be used for: _____

Comments: See "Ads in the program" fundraiser application
for all details

Advisor Signature: [Signature] Date: 10/14/25

Student Officer Signature: Eli Branten Date: 10/14/25

Building Principal: ^{m.r.} ✓ Approved Not Approved Date: 10-20-25

Business Manager: ✓ Accounting Procedures in Place Date: 10-23-2025

Superintendent: ✓ Approved Not Approved Date: 10-23-25

School Board: Approved Not Approved Date:

Revised October 24, 2016

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KENYON-WANAMINGO SCHOOLS

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Name of School Sponsored Activity: THEATER

Advisor in Charge: HANNAH JOHNSON / RANDY HOCKINSON

JAN/FEB/MAR
↖ (Start Date of Activity: MARCH 5 End Date of Activity: MARCH 8)

Type of Activity/Fundraiser: Possibly a showcase of music/acting by students + alumni for paying patrons

Is signing a contract or agreement involved? _____ YES _____ ☒ NO
(The superintendent is the only district employee with the authority to contract with another entity.)

Identify the vendor/company involved: _____

Is the contract or agreement attached? _____ YES _____ ☒ NO

Time – Does it involve school time? _____ YES _____ ☒ NO

If "YES" please state the exact times in the "Comments" section below.

Price of Admission/Fundraiser Item: \$10 + 20?

Proceeds to be used for: _____

Comments: See "Ads in the program" fundraiser form for all details

Advisor Signature: [Signature] Date: 10/14/25

Student Officer Signature: Elsie Braaten Date: 10/14/25

Building Principal: m.r. ☒ Approved ☐ Not Approved Date: 10-20-25

Business Manager: ☒ Accounting Procedures in Place Date: 10-23-2025

Superintendent: ☒ Approved ☐ Not Approved Date: 10-23-25

School Board: ☐ Approved ☐ Not Approved Date: _____

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