



## Activity Purpose Summary

Albert Lea Area Schools 241

Date: 9/9/2025 Name of Activity: SWMS Robotics Club

Purpose of Activity: To engage students in math, science, engineering, computing, problem solving & strategy in order to participate in VEX Robotics Competitions. They learn valuable real world skills such as: time management, conflict resolution, engineering design, coding, strategic thinking, problem solving, & instilling a competitive spirit.

Grade(s) of students who will benefit from Activity:

6th & 7th grade

Student activities are in nature by the students and for the students. The Advisor role is limited to advising only. The students should be making the decision regarding the allocation of the funds.

I, Kalli Rittenhouse (advisor) have read and understand the attached rules and policies. I acknowledge my responsibilities for assuring proper procedures are followed.

Kalli Rittenhouse  
Advisor's Name (printed)

Kalli Rittenhouse  
Advisor's Signature

9/9/2025  
Date

Tyler Johnson  
Principal's name (printed)

Tyler Johnson  
Principal's Signature

9/12/25  
Date

Upon termination of the above named activity, any unobligated funds that remain in the account will be transferred to:

Kalli Rittenhouse  
Advisor's Name (printed)

Kalli Rittenhouse  
Advisor's Signature

9/11/2025  
Date

Meryl Kopelman  
Student Rep's name (printed)

Meryl Kopelman  
Student Rep's Signature

9/11/2025  
Date

Tyler Johnson  
Principal's name (printed)

Tyler Johnson  
Principal's Signature

9/12/25  
Date



## Meeting Minutes and Budget

Albert Lea Area Schools 241

Date: 9/9/2025 Name of Activity: SWMS Robotics Club

Advisor: Kalli Rittenhouse

Members Present: Kalli Rittenhouse, Christie Ness,  
Meryll Koppelman

Members Absent: \_\_\_\_\_

**Budget** (revenues should equal expenditures)

Revenues (add up total)	
Coffee	625.00
Burger Basket	600.00
Donations	1275.00
Total: <u>\$2500.00</u>	

Expenditures (add up total)	
Team Registration	
Total: <u>\$4583.54</u>	

No contact shall be made or authorized, required payments under the contract must be made by the district following normal district processes. Student activity accounts cannot advertise, solicit and award bids. Proceeds of the revenue from vending contracts must not be deposited in any student activity account.

### Approval of the budget

Yes X KR No \_\_\_\_\_

Other items discussed:

Minutes Approved (print):

Kalli Rittenhouse  
Advisor

Meryll Koppelman  
Student Rep

Minutes Approved (sign):

Kalli Rittenhouse  
Advisor

Meryll Koppelman  
Student Rep



## Anticipated Fundraisers

Albert Lea Area Schools 241

Date: 9/11/2025 Name of Activity: SWMS Robotics Club

Description of Fundraiser	Purpose of Fundraiser	Approximate Date(s)	Sales Tax? (Yes or No)	Contract involved? (Yes or No)
Coffee sale	Purchase robotics materials, tournament fees	10/15/2025 through 11/6/2025	No	No
Burger Basket @ Moose Lodge	Purchase robotics materials, tournament fees	January 2026	No	No
Taco John's	Purchase robotics materials, tournament fees	November 2025	No	No