

Westwood Community School District

Sherry A. Lynem
Business Manager

TO: Dr. Ernando Minghine
Superintendent

FROM: Sherry A. Lynem
Business Manager *SAL*

DATE: March 10, 2010

SUBJECT: **New Activity Fund Account**

I have received the attached request to establish a new activity account. It is requested that the Board act upon this request at its next meeting.

Activity Fund Account – Class of 2013

Suggested Motion:

“That the Board of Education direct the Business Manager to establish one (1) Activity Fund Account as indicated in Attachment No. _____.”

Attachment

“Working Together to Prepare Students to Succeed in a Competitive Society”

Robichaud High School

3601 Janet, Dearborn Heights, Michigan 48125
Phone :(313) 565-8851 Fax # (313) 565-0304

Ms. Kellie Cunningham – Principal

Mr. Shannon Smith – Assistant Principal



RECEIVED
MAR 1 2010
BUSINESS OFFICE

TO: Sherry Lynem

FROM: Kellie Cunningham

Handwritten initials 'KC' inside a circle, located to the right of the 'FROM:' field.

RE: Activity Account

DATE: March 8, 2010

The sponsors of the freshman class would like to establish an activity account to make deposits for the freshman class. The activity account name should be set up as "Class of 2013."

Thank you,
Kellie Cunningham

TO: Kellie Cunningham
FROM: Susan Anderson/Richard McCall
RE: Activity Account
DATE: March 1, 2010

As sponsors of the freshman class, we would like to establish an activity account to make deposits for the freshman class.

Thank you.


