



Sharon Williams, Ed.D.
Superintendent of Schools

To: RIMSD 41 Board of Education
From: Dr. Sharon Williams
Cabinet Champion: Annaka Whiting, Chief Financial Officer
Date: June 9, 2026
Re: Horace Mann Activity Fund, Sub Account Closure

The Business Office has received a request from Nicole Berry, Principal at Horace Mann Early Learning Center, to close multiple sub accounts within the school's Activity Account. These accounts are no longer active, and the school is requesting that they be removed from the checkbook system.

The following accounts have remaining balances that will be transferred to the Main Activity Fund account for appropriate district use in accordance with district activity fund procedures:

- Water and Sunshine Account - \$39.32
- Book Fair - \$20.95
- Skip Logo Items - \$296.33

The following sub accounts will be closed as they are no longer active:

- Candy Fund
- Spring Raffle
- Enjoy the City Dining

All transactions will be processed in accordance with district accounting procedures. All expenditures and receipts will remain subject to audit and record retention requirements.

It is recommended that the Board of Education approve the transfer of remaining balances to the Main Activity Fund account and the closure of the listed sub accounts as presented.

Investment Period: N/A
Total Investment: N/A
Funding Source: N/A