



Killeen Independent School District
Outside Organizations and Clubs
Statement of Purpose
Activity Year _____

THIS FORM MUST BE RETURNED TO THE CAMPUS PRINCIPAL NO LATER THAN THE 4TH WEDNESDAY OF SEPTEMBER

1. Name of Organization/Club _____
Campus _____

2. Name of President _____
Mailing Address: _____ Home Phone: _____
Email Address: _____ Business Phone: _____

3. Name of Treasurer _____
Mailing Address: _____ Home Phone: _____
Email Address: _____ Business Phone: _____

Statement of Purpose (Goals) _____

Objectives of the Organization/Club
1 _____
2 _____
3 _____
4 _____

Brief statement of how achieving the objectives will have a positive effect on the educational programs of the campus.

1 _____
2 _____
3 _____
4 _____
5 _____
6 _____

What is the total amount of money (cash and checking accounts) as of this date? _____

At the end of each school year, a 258-837 report, Parent Organizations and Clubs-Annual Report, must be filed with the principal. The district's report form to be used will indicate the following:

1. Amount of money in your account at the beginning of the activity year. (July 1st)
2. Amount of money raised during the school year.
3. Objectives for which funds were raised.
4. Report on how funds were expended (activities, equipment, materials, services)
5. Total expenditure of funds for the school year.
6. Ending balance of funds for carry-over. (June 30th)

By requesting recognition from the Killeen ISD Board of Trustees, the parent organization/club acknowledges the requirement to follow the guidelines of the district's accounting procedures in preparing its end-of-year report for the building principal. By signing below the organization also states they have received a copy of the KISD Outside Organization Policy and agrees to the terms.

This report is submitted by _____ Title/Office: _____
Officer Signature: _____ Telephone Number: _____

Principal's Recommendation:
Approval _____
Non-Approval _____

Principal will (please select one):
Will receive monthly financials
or
Will attend each meeting & receive a presentation of financials

Principal's Comments: _____

Principal's Signature: _____
Date: _____