

Sumner County Schools - SSO Annual Information Form

Updated 2026

(This form must be submitted to the director of schools/designee at the beginning of each school year & prior to conducting any fundraisers – Pursuant to section 49-2-604, TCA)

For School Year 20 _____ / 20_____ (current school year beginning in August)

Organization Name _____

Date Completed: _____ School Name _____

Goals and Objectives of Organization:

Status

Nonprofit* *SSO has also been granted 501(c)3 status from the IRS - Yes No
 Chartered member of nonprofit organization or foundation (example PTA or FFA Alumni)

Does the organization anticipate issuing payment to SCBOE employees or providing funding for supplements or extra SSO funded positions at a school?

No Yes – all payments must be pre-approved & made thru the SCS payroll dept.

** If yes, attach a list of all SCBOE employees the organization anticipates paying, the reason for the payment and estimated amount.

Officers – (print complete information – please ensure it is legible)

President _____ Phone Number _____
Address _____ Email _____

Vice-President _____ Phone Number _____
Address _____ Email _____

Treasurer _____ Phone Number _____
Address _____ Email _____

Secretary _____ Phone Number _____
Address _____ Email _____

Other _____ Phone Number _____
Address _____ Email _____

SSO email: _____

SSO mailing address if other than the school: _____

*** New form must be submitted if there is a change of officers during the school year ***

There has been a change to the SSO officers during the school year. The new officer(s) are listed above.

Date effective: _____ Submitted By: _____