

Bryant Elementary PTSA
Treasurers' Report: Preliminary Budget for FY2018-2019

Presented at 5/8/18 PTSA Board Meeting

- \$237,000 income
- \$243,000 expenses
- Plan is to pull the difference from our existing reserve account which has a balance of \$82,500.

- Income is budgeted to be less than current year due to annual campaign total as well as a lower estimated carryover from the prior year's activity.

- Expenses
 - Art: Reduced Artist-in-Residence program by 15% to \$17,000. Should not significantly impact classroom hours.
 - Teacher Support: Reducing substitute time for assessments to 2 days per classroom.
 - Tutoring/Academic Support: Increasing Reading Specialist commitment based on contract rate adjustments. Time remains 0.4 FTE. Reduced tutoring time to \$20,000 to more accurately reflect actual expenses.
 - Technology: Increasing Lab Tech Manager commitment based on contract rate adjustments. Time remains 0.35 FTE.
 - Music Programs: Increasing Instrumental Music Instructor commitment based on contract rate adjustments. Added LinkUp recorder program to our PTSA sponsored events. This program has a surplus of ~\$400 from current year which will be used before this budget line.
 - Library: Consistent with current year.
 - Science/Math: Consistent with current year.
 - Healthy Bodies: Slight decrease is due to adjusted estimate from school.
 - World/Community: Slight decrease due to elimination of Laser food budget for PTSA forums.
 - Volunteerism: Consistent with current year.
 - Information/Technology: Consistent with current year.
 - PTSA Business Expense: Slight decrease due to change in credit card processing systems. Credit card fees will be netted with income for events. PTSA will also ask parents to cover credit card fees when appropriate.
 - Discretionary Funds: Decrease due to reduction of unallocated as well as elimination of paper budget. Paper expenses will be included in general supply purchase program at the beginning of next year.

Bryant Elementary PTSA

	18/19 Budget	17/18 Budget	17/18 Estimate as of 5/7/18	16/17 Actual	Notes 18/19 Budget
Sources of Cash					
Direct Donations (Pledge Drive) (Net)	\$ 150,000	\$ 165,000	\$ 161,000	\$ 156,000	Represents annual campaign from 17/18 school year
Bryant Blast(net)	12,000	12,000	13,500	14,475	Confirmed with Julie 3/21
Auction	20,000	12,000	32,019	28,297	Confirmed with Jen Kennedy on 3/21
Instrumental Music Donations (restricted)	10,000	9,000	7,800	9,600	Increased per student donation to \$125 and included a discount for uncollectible donations
Scrip/Amazon/PCC (net)	2,500	3,000	2,500	2,979	Confirmed with Michelle Ireton 3/22
Income from school activities (net)	-	5,000	1,538	2,702	Plan to sell Spirit Wear at cost plus 5% to cover other related expenses
Interest	150	150	150	175	
Other Income (non-Scrip rebates,CFD and other donations)	1,800	1,800	1,500	1,958	
Carry over funds from previous year	40,467	64,479	64,479	15,963	Carryover can only be finalized after the current year closes. This is an estimate based on CY spending.
Sources of Cash	\$ 236,917	\$ 272,429	\$ 284,486	\$ 232,149	

Uses of Cash

Arts and Culture

Art Enrichment - Classroom (Visual Arts, Ceramics, Drama, Art Supplies)	\$ 17,000	\$ 20,000	\$ 20,000	\$ 24,373	Worked with Julianna to reduce budget by 15%. Will revert back to \$20k budget if CY carryover is larger than planned
Art Night	500	500	500	54	Confirmed with Michelle C
Winterfest	50	50	50	-	Confirmed with Ann A
Book It	725	1,450	607	1,412	5th grade team has not used full budget for current year and will likely only attend one event next year.
Art Docent Supplies	1,175	1,150	1,150	578	Per Diana Fryc. Anticipate special request in next two years.
Reflections Art Exhibit	150	150	150	88	Confirmed with Beth and Kelli
Music Supplies	400	400	400	400	Supplies for Koerner
	\$ 20,000	\$ 23,700	\$ 22,857	\$ 26,905	

Teacher Support

Classroom Supplies	\$ 6,300	\$ 6,180	\$ 5,985	\$ 6,976	24 FTE + 3.5 PCP + 4.0 FTE (SPED, Library, Tech Lab, Reading Specialist)
Field trips, classroom materials & support	15,210	15,496	15,496	11,932	\$26 /student for estimate of 585 students (district projects 564 enrollment)
PCP Sub- time to support teacher assessment of students	1,575	1,350	1,350	-	3.5 PCP x 2 days each.
Sub- time to support teacher assessment of students	10,800	13,600	13,600	5,341	Sub-time support is 2.0 days for 24 FTE at \$225/day
Assemblies	350	350	350	-	
	\$ 34,235	\$ 36,976	\$ 36,781	\$ 24,248	

Tutoring and Academic Support

Community Volunteer Coordinator	\$ 13,357	\$ 13,357	\$ 13,357	\$ 10,472	19 hrs*\$19/hour*37weeks, SPS contract
Community Volunteer Personal Service Contract	3,840	3,840	3,840	3,840	Extra hours after contract is maxed out, 240 hours at \$16/hr
Instructional Support (Reading Specialist)	42,993	40,000	40,000	24,199	SPS Contract, .4 FTE, Letter of Intent signed
Tutoring/Academic Support	20,000	21,375	17,253	18,277	Per Amy Shanafelt 18/19: 19 hrs and 17 hrs per week, 37 weeks at \$17.04/hr (17/18: 1,425 hours at \$15/hr)
Classroom Software	5,000	5,000	4,646	5,095	Emailed Julie P 3/22 Learning A-Z (incl Raz Kids) and Splash Math (add class in QB for software)
	\$ 85,190	\$ 83,572	\$ 79,096	\$ 61,883	

Technology

Lab tech manager	\$ 21,681	\$ 19,607	\$ 19,607	\$ 17,956	SPS Contract, .35 FTE, Letter of Intent signed
Other tech equip/services	400	300	389	130	
	\$ 22,081	\$ 19,907	\$ 19,996	\$ 18,086	

Music Programs

Instrumental Music instruction (r.f.)	\$ 17,593	\$ 15,646	\$ 15,646	\$ 13,608	SPS Contract, .2 FTE, Letter of Intent signed
Recorder Program (LinkUp)	2,100	-	-	-	\$10 per student, 3rd and 4th together 210 students, we also have ~\$400 carryover from current year
	\$ 19,693	\$ 15,646	\$ 15,646	\$ 13,608	

Library

Library Materials	\$ 3,400	\$ 3,000	\$ 3,500	\$ 3,000	Confirmed with Ann A
Encyclopedia Britannica Online	700	700	700	-	
Summer Reading Program	100	100	100	10	
Writers Celebration	200	200	200	203	
Writers BBQ	150	150	150	161	

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Global Reading Challenge	175	575	150	428	
	\$ 4,725	\$ 4,725	\$ 4,800	\$ 3,802	

Science and Math

Science Fair Coordination	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	Lauren \$1k, Ann Marie \$500. Confirmed.
Science Fair Background Checks	300	300	100	-	Confirmed with Ann Marie
Science Fair Supplies	600	600	600	593	Confirmed with Lauren
4th grade math club	-	100	-	-	Emailed Mark on 3/27 re covering Math is Cool Competition fee. Parents will cover fee.
Salmon in Schools Friends of the Fishery Donation	100	100	100	-	
Learning Landscapes/Garden Buddies	400	400	400	195	
5th grade Environmental Camp	7,000	7,000	7,000	5,275	
	\$ 9,900	\$ 10,000	\$ 9,700	\$ 7,563	

Healthy Bodies

Physical Education Supplies	\$ 500	\$ 500	\$ 500	\$ 499	
Patrol Equipment & Recognition	150	150	150	138	
Recess Playground Supervision	20,491	22,200	14,250	16,036	Per Amy Shanafelt: 32.5 hrs/week at \$17/04/hr. Also, Amy expects \$14,250 for current year spending.
CPR training	400	-	800	-	Plan to offer some follow up from current year training
Emergency Preparedness	500	500	500	187	
Field Day	300	300	300	277	
Nursing/OTPT/SLP	150	150	150	-	
	\$ 22,491	\$ 23,800	\$ 16,650	\$ 17,137	

World and Community

Family Aid Support	\$ 3,000	\$ 3,000	\$ 3,000	\$ 1,477	Confirmed with Amy Hughes
Grade Level Community Building Grants	3,000	3,000	3,000	-	Confirmed with Kim
Legislative Advocacy	500	500	500	-	Confirmed with Jean
Bryant Forums	1,500	1,500	1,500	932	Confirmed with Kim
Laser Pizza for Bryant Forums	-	600	-	-	Confirmed with Kim
	\$ 8,000	\$ 8,600	\$ 8,000	\$ 2,409	

Volunteerism

Volunteer Recognition	\$ 350	\$ 350	\$ 350	\$ 332	Confirmed with Janie
Departing Teacher/Staff Recognition	150	150	150	-	
	\$ 500	\$ 500	\$ 500	\$ 332	

Information and Communication

Constant Contact Subscription	\$ 450	\$ 450	\$ -	\$ -	This has been covered by parent in the past. Needs to be included in budget going forward.
School Phone Book	350	350	-	-	
	\$ 800	\$ 800	\$ -	\$ -	

PTSA Business Expenses

Licenses & Registrations	\$ 700	\$ 700	\$ 412	\$ 477	
Insurance	1,140	1,140	1,140	1,140	
Office Supplies/Po Box	200	200	104	273	
Software /QB/Website	500	500	473	295	
Bank Fees/NSF Charges/Credit card	800	800	400	238	Include credit card fees in the total fundraising amount for each activity.
Postage	50	50	50	48	
Accounting services (tax return)	800	750	780	755	
Check Supply	50	-	33	-	
Credit card software	708	1,080	1,080	1,080	GivingFuel \$59/month, reimburse Sara F
	\$ 4,948	\$ 5,220	\$ 4,472	\$ 4,306	

Fin. Support & Discretionary Funds

Bryant Elementary PTSA

	18/19 Budget	17/18 Budget	17/18 Estimate as of 5/7/18	16/17 Actual	Notes 18/19 Budget
PTSA Discretionary Fund	\$ 250	\$ 250	\$ -	\$ 1,770	
PTSA staff appreciation	500	500	323	346	
Supplies for Bryant (paper)	-	1,500	697	-	
Unallocated	10,000	14,733	2,500	-	
	\$ 10,750	\$ 16,983	\$ 3,521	\$ 2,116	

TOTAL BUDGETED EXPENSE \$ 243,313 \$ 250,429 \$ 222,019 \$ 182,395

Income	\$ 236,917	\$ 272,429	\$ 284,486	\$ 232,149
Expenses	\$ 243,313	\$ 250,429	\$ 222,019	\$ 182,395
Net	\$ (6,396)	\$ 22,000	\$ 62,467	\$ 49,753
SET ASIDE FOR (USE FROM) PTSA REQUIRED BUDGET RESERVE	\$ (6,396)	\$ 22,000	\$ 22,000	
Difference	\$ -	\$ -	\$ 40,467	