

Bryant Elementary PTSA
Treasurers' Report: December Highlights
Presented at 1/15/19 PTSA Board Meeting

- Annual Campaign: Total amount pledged for the campaign is ~\$179k. Total collected as of 12/31 is \$152k.
- The PTSA has collected \$5,625 for instrumental music donations. The budgeted amount to be collected is \$10,000. A second reminder for collection was sent out on 1/14.
- The PTSA received the first quarter invoice from the Seattle Public Schools. The total was \$38,000 and was paid in early January. The expenses will be reflected on the January report.
- Bank fees in total for the year through 12/31/18 is ~\$4,200. The various fundraising campaigns and events have this expense built into their budgets.
 - \$3,110 Annual Campaign
 - \$810 Supplies
 - \$189 Spirit Wear
 - \$132 Drama
- The Board approved the use of unallocated funds for the following:
 - (This is a budget line to cover unexpected costs during the year)
 - \$2,730 Read-a-thon sponsorship
 - \$2,576 SIPP Curriculum
 - \$2,300 Additional recess supervision
 - \$2,000 IDEA Project
 - \$1,500 BryCentennial
 - \$1,000 Social Engagement
 - \$700 Counselor Supplies
 - \$50 Assembly budget
 - As of 12/31, the remaining unallocated balance is \$9,026. This balance includes a refund check from SPS that is in the mail.
- Reminder: The Read-a-thon is not a PTSA event. The PTSA is acting as fiscal sponsor for the event and is holding the funds on behalf of the library.
- Reminder: Per our Standing Rules, reimbursement requests need to be submitted 60 days after initial purchase.

Bryant Elementary PTSA Cash Schedule

As of 12/31/18

Bank balances:

Bank of America Checking	\$	408,296
Bank of America Savings		12,126
Bank of America Sweep		15,619
Home Street (9/30/18)		78,678
Total Cash in Bank	\$	<u>514,719</u>
Difference due to timing of uncleared items		(11,032)
Per Quickbooks	\$	<u>503,687</u>

Breakout of balances:

2018-2019 Estimated expenses remaining	\$	220,222
(2018-2019 Cash still expected to receive)		(82,729)
2019-2020 Annual Campaign (Next year)		152,136
Budget Reserve (1/3 of \$250k annual budget)		82,500
Reserve held for clubs & PTSA Dues pass through		88,310
Surplus		43,249
	\$	<u>503,687</u>

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 12/31/18)	17/18 Actual	Notes 18/19 Budget
Sources of Cash				
Direct Donations (Pledge Drive) (Net)	\$ 155,460	\$ 155,460	\$ 161,063	Represents annual campaign from 17/18 school year
Bryant Blast(net)	12,000	-	13,622	
Auction	20,000	(17)	32,954	
Instrumental Music Donations (restricted)	10,000	5,625	7,900	Increased donation to \$125/student and included a discount for uncollectible donations
Scrip/Amazon/PCC (net)	2,500	396	2,589	
Income from school activities (net)	-	18	2,344	Spirit wear. Credit card processing fees \$189.
Interest	150	56	194	
Other Income (non-Scrip rebates,CFD and other donations)	1,800	678	1,460	\$500 rebate from Dorian.
School Supplies	-	6,609	-	\$4,000 donated in October. Credit Card Processing Fees \$810
Carry over funds from previous year	49,645		64,479	
Sources of Cash	\$ 251,555	\$ 168,826	\$ 286,605	
Uses of Cash				
Arts and Culture				
Art Enrichment - Classroom (Visual Arts, Ceramics, Drama, Art Supplies)	\$ 17,000	\$ -	\$ 19,991	
Art Night	500	-	386	
Winterfest	50	-	-	
Book It	725	-	607	
Art Docent Supplies	1,175	223	687	
Reflections Art Exhibit	150	-	-	
Music Supplies	400	-	-	
	\$ 20,000	\$ 223	\$ 21,671	
Teacher Support				
Classroom Supplies	\$ 6,340	\$ 6,340	\$ 5,970	24 FTE + 3.5 PCP + 4.2 FTE (SPED, Library, Tech Lab, Reading Specialist)
Field trips, classroom materials & support	14,482	775	9,124	\$26 /student for estimate of 557
PCP Sub- time to support teacher assessment of students	1,575	-	-	3.5 PCP x 2 days each.
Sub- time to support teacher assessment of students	10,800	-	14,950	Sub-time support is 2.0 days for 24 FTE at \$225/day
Assemblies	400	400	90	
	\$ 33,597	\$ 7,515	\$ 30,134	
Tutoring and Academic Support				
Community Volunteer Coordinator	\$ 13,357	\$ -	\$ 13,357	19 hrs*\$19/hour*37weeks, SPS contract
Community Volunteer Personal Service Contract	3,840	-	3,840	Extra hours after contract is maxed out, 240 hours at \$16/hr
Instructional Support (Reading Specialist)	42,993	-	38,281	SPS Contract, 4 FTE, Letter of Intent signed
Tutoring/Academic Support	20,000	-	17,496	19 hrs and 17 hrs per week, 37 weeks at \$17.04/hr (17/18: 1,425 hours at \$15/hr)
SIPPS Curriculum	2,576			Approved purchase of CCC SIPPS curriculum at December mtg
Classroom Software	5,000	3,158	4,646	Learning A-Z (incl Raz Kids) and Splash Math
	\$ 87,766	\$ 3,158	\$ 77,620	
Technology				
Lab tech manager	\$ 21,681	\$ -	\$ 19,607	SPS Contract, .35 FTE, Letter of Intent signed
Other tech equip/services	400	-	519	
	\$ 22,081	\$ -	\$ 20,126	

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 12/31/18)	17/18 Actual	Notes 18/19 Budget
Music Programs				
Instrumental Music instruction (r.f.)	\$ 17,593	\$ -	\$ 15,646	SPS Contract, .2 FTE, Letter of Intent signed
Instrument Maintenance	200	-	\$ 1,315	
Recorder Program (LinkUp)	2,100	618	402	\$10/student, 3rd & 4th together 210 students, we also have ~\$400 carryover
	\$ 19,893	\$ 618	\$ 17,363	
Library				
Library Materials	\$ 3,400	\$ 1,925	\$ 3,475	
Read-A-Thon Sponsorship	2,730	-	-	
Encyclopedia Britannica	-	-	655	Covered by SPS FY18/19
Summer Reading Program	100	-	104	
Writers Celebration	200	-	182	
Writers BBQ	150	-	189	
Global Reading Challenge	175	-	56	
	\$ 6,755	\$ 1,925	\$ 4,661	
Science and Math				
Science Fair Coordination	\$ 1,500	\$ -	\$ 1,500	Coodinator \$1k, Ann Marie \$500. Confirmed.
Science Fair Background Checks	300	-	100	
Science Fair Supplies	600	-	540	
4th grade math club	-	-	-	
Salmon in Schools Friends of the Fishery Donation	100	-	-	
Garden Shed	2,500	-	-	Approved spending in 17/18, purchase likely to happen in 18/19.
Learning Landscapes/Garden Buddies	400	155	80	
5th grade Enviromental Camp	7,000	7,000	7,000	
	\$ 12,400	\$ 7,155	\$ 9,220	
Healthy Bodies				
Physical Education Supplies	\$ 500	\$ -	\$ 524	
Counselor Supplies	700	-	-	
Patrol Equipment & Recognition	150	-	93	
Recess Playground Supervision	22,790	-	18,218	32.5 hrs/week at \$17.04/hr. Added 4 hrs/wk at Sept mtg
CPR training	400	-	800	
Emergency Preparedness	500	-	-	
Field Day	300	-	398	
Nursing/OTPT/SLP	150	-	21	
	\$ 25,490	\$ -	\$ 20,054	
World and Community				
Family Aid Support	\$ 3,000	\$ 2,791	\$ 2,985	
Grade Level Community Building Grants	3,000	-	2,361	
Social Engagement	1,000	-	-	
Legislative Advocacy	500	-	93	
Bryant Forums	1,500	-	1,475	
Movie Licence	393	393	-	
IDEA Project	2,000	-	-	
BryCentennial	1,500	1,677	-	
Laser Pizza for Bryant Forums	-	-	-	
	\$ 12,893	\$ 4,861	\$ 6,914	

Volunteerism

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 12/31/18)	17/18 Actual	Notes 18/19 Budget
Volunteer Recognition	\$ 350	\$ -	\$ 400	
Departing Teacher/Staff Recognition	150	-	144	
	\$ 500	\$ -	\$ 544	

Information and Communication

Constant Contact Subscription	\$ 450	\$ -	\$ -	
School Phone Book	350	-	-	
	\$ 800	\$ -	\$ -	

PTSA Business Expenses

Licenses & Registrations	\$ 700	\$ 175	\$ 472	
Insurance	1,140	1,160	1,140	
Office Supplies/Po Box	200	74	172	
Software /QB/Website	500	-	473	
Bank Fees/NSF Charges/Credit card	800	18	401	Include credit card fees in the total fundraising amount for each activity.
Postage	50	-	166	
Accounting services (tax return)	800	875	780	
Check Supply	50	-	33	
Credit card software	708	-	1,198	GivingFuel \$59/month, reimburse Sara F
	\$ 4,948	\$ 2,302	\$ 4,835	

Fin. Support & Discretionary Funds

PTSA Discretionary Fund	\$ 250	\$ -	\$ -	
PTSA staff appreciation	500	427	323	
Supplies for Bryant (paper)	-	-	1,494	
Prior year expenses paid for in current year	3,150	3,150	-	
Unallocated	533	-	-	Waiting for refund check from the school district. Check will be \$8,494.
	\$ 4,432	\$ 3,576	\$ 1,817	

TOTAL BUDGETED EXPENSE \$ 251,555 \$ 31,333 \$ 214,960

Income	\$ 251,555	\$ 168,826	\$ 286,605
Expenses	\$ 251,555	\$ 31,333	\$ 214,960
Net	\$ -	\$ 137,492	\$ 71,645
SET ASIDE FOR (USE FROM) PTSA REQUIRED BUDGET RESERVE	\$ -	\$ -	\$ 22,000
Difference	\$ 0	\$ 137,492	\$ 49,645

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 12/31/18)	17/18 Actual	Notes 18/19 Budget
Net Activity for Self-Supporting Programs and Restricted Funds				
	Current Yr Activity	Fund Balance		
Fall 2018 Annual Campaign	\$ 152,136	\$ 152,136		
2019 5th grade (less \$7,000 sponsored by PTSA)	(23,763)	6,421		
2020 5th Grade	2,750	2,750		
2021 5th Grade	-	430		
2022 5th Grade	-	115		
PTSA Membership Payments	747	747		
Chess Club	10,718	19,938		
Choir	-	1,296		
Computer Replacement Fund	-	824		
Cyber Kids	-	1,923		
Drama/School Play	5,258	30,957		
Windermere/Families in Need	-	3,774		
Library Fundraising (fka Graphic Novels Club)	3,911	4,750.79		
Handbell	-	2,196		
HIP	135	544		
Library Author Visit Fund	-	8,621		
Library Materials Replacement	-	84		
Math Club	-	80		
Music LinkUp	-	405		
Playground Renovation	-	1,027		
Running Club	(58)	618		
Social Committee	333	509		
Walk to School	(587)	302		
	\$ 151,579	\$ 240,446		