

Bryant Elementary PTSA
Treasurers' Report: February Highlights

- Annual Campaign: Total amount pledged for the campaign is ~\$179k. Total collected as of 2/28/19 is \$161k.
- The PTSA received the refund check for the overpayment of Q4 2018. The \$8,500 is reflected in our “carryover” income line and “unallocated” expense line in our budget spreadsheet.
- The PTSA also received second quarter invoice from the Seattle Public Schools in early March. The total was \$33,400 and will be paid in March.
- Bank fees in total for the year through 2/28/19 is ~\$5,700. The various fundraising campaigns and events have this expense built into their budgets.
- The annual budgeting process is beginning in March.
- 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 Artist In Residence Supplies
 - \$700 Counselor Supplies
 - \$50 Assembly budget
 - As of 2/28, the remaining unallocated balance is \$10,826.

Bryant Elementary PTSA Cash Schedule

Bank balances:	February 28	January 31
Bank of America Checking	\$ 435,984	\$ 446,984
Bank of America Savings	12,126	12,126
Bank of America Sweep	41,940	39,096
Total Cash in Bank	<u>\$ 490,050</u>	<u>\$ 498,206</u>
Difference due to timing of uncleared items	(4,950)	(3,484)
Per Quickbooks	<u>\$ 485,100</u>	<u>\$ 494,722</u>
Breakout of balances:		
2018-2019 Estimated expenses remaining	\$ 179,986	\$ 172,950
(2018-2019 Cash still expected to receive - including PY carryover)	(54,961)	(49,356)
2019-2020 Funds raised	160,398	158,343
Budget Reserve (1/3 of \$250k annual budget)	82,500	82,500
Reserve held for clubs & PTSA Dues pass through	105,929	118,596
Surplus	11,249	11,689
	<u>\$ 485,100</u>	<u>\$ 494,722</u>

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 2/28/19)	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
Surplus Funds: Bryant Blast(net)	12,000	12,000	13,622	Board approved to use surplus fund in current year. Amounts raised in CY will be used for next year
Surplus Funds: Auction	20,000	20,000	32,954	Board approved to use surplus fund in current year. Amounts raised in CY will be used for next year
Instrumental Music Donations (restricted)	10,000	6,250	7,900	Increased donation to \$125/student and included a discount for uncollectible donations
Scrip/Amazon/PCC (net)	2,500	768	2,589	
Income from school activities (net)	-	18	2,344	Spirit wear. Credit card processing fees \$189.
Interest	150	112	194	
Other Income (non-Scrip rebates,CFD and other donations)	1,800	1,000	1,460	\$500 rebate from Dorian, \$500 donation from LASER, \$190 AmazonSmile
School Supplies	-	986	-	\$4,000 donated in October. Credit Card Processing Fees \$810
Carry over funds from previous year	58,139	8,494	64,479	Added \$8,494 in Feb which reflects refund from SPS for Q4 overpayment
Sources of Cash	\$ 260,049	\$ 205,088	\$ 286,605	
Uses of Cash				
Arts and Culture				
Art Enrichment - Classroom (Visual Arts, Ceramics, Drama, Art Supplies)	\$ 17,000	\$ -	\$ 19,991	
AIR Supplies	700	449	-	
Art Night	500	-	386	
Winterfest	50	-	-	
Book It	725	-	607	
Art Docent Supplies	1,175	223	687	
Reflections Art Exhibit	150	-	-	
	\$ 20,300	\$ 672	\$ 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	2,112	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	5,115	14,950	Sub-time support is 2.0 days for 24 FTE at \$225/day
Assemblies	400	400	90	
	\$ 33,597	\$ 13,967	\$ 30,134	
Tutoring and Academic Support				
Community Volunteer Coordinator	\$ 13,357	\$ 3,296	\$ 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	10,606	38,281	SPS Contract, .4 FTE, Letter of Intent signed
Tutoring/Academic Support	20,000	3,234	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	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	\$ 22,870	\$ 77,620	
Technology				
Lab tech manager	\$ 21,681	\$ 6,238	\$ 19,607	SPS Contract, .35 FTE, Letter of Intent signed
Other tech equip/services	400	-	519	
	\$ 22,081	\$ 6,238	\$ 20,126	

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 2/28/19)	17/18 Actual	Notes 18/19 Budget
Music Programs				
Instrumental Music instruction (r.f.)	\$ 17,593	\$ 4,296	\$ 15,646	SPS Contract, .2 FTE, Letter of Intent signed
Instrument Maintenance	200	-	1,315	
Music Supplies	400	-	-	
Recorder Program (LinkUp)	2,100	513	402	\$917 through 2/28, used \$400 carryover first.
	\$ 20,293	\$ 4,810	\$ 17,363	
Library				
Library Materials	\$ 3,400	\$ 3,393	\$ 3,475	
Read-A-Thon Sponsorship	2,730	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	\$ 6,123	\$ 4,661	
Science and Math				
Science Fair Coordination	\$ 1,500	\$ -	\$ 1,500	Coodinator \$1k, Ann Marie \$500. Confirmed.
Science Fair Background Checks	300	338	100	
Science Fair Supplies	600	-	540	
4th grade math club	-	-	-	
Salmon in Schools Friends of the Fishery Donation	100	-	-	
Garden Shed	-	-	-	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	
	\$ 9,900	\$ 7,493	\$ 9,220	
Healthy Bodies				
Physical Education Supplies	\$ 500	\$ -	\$ 524	
Counselor Supplies	700	700	-	
Patrol Equipment & Recognition	150	-	93	
Recess Playground Supervision	22,790	5,583	18,218	32.5 hrs/week at \$17.04/hr. Added 4 hrs/wk at Sept mtg
CPR training	400	200	800	
Emergency Preparedness	500	-	-	
Field Day	300	-	398	
Nursing/OTPT/SLP	150	-	21	
	\$ 25,490	\$ 6,483	\$ 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	450	1,475	
Movie Licence	393	393	-	
IDEA Project	2,000	-	-	
BryCentennial	1,500	1,677	-	
Laser Pizza for Bryant Forums	-	-	-	
	\$ 12,893	\$ 5,311	\$ 6,914	
Volunteerism				
Volunteer Recognition	\$ 350	\$ -	\$ 400	

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 2/28/19)	17/18 Actual	Notes 18/19 Budget
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	Gambling, City of Seattle
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	24	401	Include credit card fees in the total fundraising amount for each activity.
Postage	50	-	166	
Accounting services	800	910	780	Tax return and 1099 filing
Check Supply	50	-	33	
Credit card software	708	177	1,198	GivingFuel \$59/month, reimburse Sara F
	\$ 4,948	\$ 2,520	\$ 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	10,826	-	-	Increased SPS refund check from the school district (\$8,494)
	\$ 14,726	\$ 3,576	\$ 1,817	

TOTAL BUDGETED EXPENSE \$ 260,049 \$ 80,063 \$ 214,960

Income	\$ 260,049	\$ 205,088	\$ 286,605
Expenses	\$ 260,049	\$ 80,063	\$ 214,960
Net	\$ -	\$ 125,025	\$ 71,645
SET ASIDE FOR (USE FROM) PTSA REQUIRED BUDGET RESERVE	\$ -	\$ -	\$ 22,000
Difference (aka Carryover)	\$ 0	\$ 125,025	\$ 49,645

Bryant Elementary PTSA

	18/19 Budget	18/19 Actual (As of 2/28/19)	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	\$ 161,344	\$ 161,344		
Auction	(297)	(297)		
Blast	(650)	(650)		
2019 5th grade (less \$7,000 sponsored by PTSA)	(23,821)	6,363		
2020 5th Grade	6,269	6,269		
2021 5th Grade	-	430		
2022 5th Grade	-	115		
PTSA Membership Payments	765	765		
Chess Club	8,818	18,038		
Choir	-	1,296		
Computer Replacement Fund	-	824		
Cyber Kids	-	1,923		
Drama/School Play	(2,049)	23,651		
Windermere/Families in Need	-	3,774		
Library Fundraising (fka Graphic Novels Club)	26,795	27,634		
Handbell	-	2,196		
HIP	3	412		
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	413	1,302		
	\$ 177,460	\$ 266,327		