

Bryant Elementary PTSA
Treasurers' Report: Proposed Budget for FY2019-2020

Presented at 6/11/19 PTSA Board Meeting

- **Overview**
- \$286,000 Sources of Cash
 - Sources of Cash increased \$26,000. This is primarily due to increase in funds raised through the Annual Campaign in Fall 2018.
- \$286,000 Expenses
 - Expenses increased \$26,000. This is primarily due to increased costs in staff positions funded through the SPS grant.
- Using \$22,000 from carryover and surplus to balance the budget
- Expected enrollment is around 560. Number will be adjusted in late June and reflected in budget presented in the Fall.

- **Seattle Public Schools Grant Positions**
 - \$17,000 Artists in Residence
 - \$12,150 Substitutes for Teacher Assessments (2 days/FTE)
 - \$10,936 Volunteer Coordinator (17 hours/week)
 - \$64,403 Instructional Support (20 hours/week)
 - \$21,648 Tutoring (17 hours/week, 2-3 people)
 - \$26,230 Lab Tech Manager (14 hours/week)
 - \$17,749 Instrumental Music (8 hours/week)
 - \$23,258 Recess Supervision (36.5 hours/week, 2-3 people)
 - \$193,374 Total (68% of total budget)

 - Costs for these positions increased \$22,000 due to rate increases and increased Instructional support time by 4 hours per week as well as reducing Volunteer Coordinator time.

- **Major Expenses**
 - **Art:**
 - Maintaining Artist-in-Residence program at \$17,000. AIR program will rework hours to accommodate for additional planning time needs. Program is not impacted by the continuation of 1.0 FTE for Art.
 - **Teacher Support:**
 - \$2,500 decrease due primarily to reduction of per student funding for field trips and other classrooms needs. Decreasing funding from \$26/student to \$23/student.
 - Substitute time for assessments to 2 days per classroom.
 - **Tutoring/Academic Support:**
 - \$6,300 reduction for Community Volunteer Coordinator role. Time reducing to 17 hours/week, reduction of 300 hours in total.

- \$21,400 increase for Instructional Support commitment based on contract rate adjustments which include covering benefits and increasing funded time to 0.5 FTE to add math support.
- \$1,600 increase for tutors due to rate increases.
- **Technology:**
 - \$4,500 increase for Lab Tech Manager commitment based on contract rate adjustments. Time remains 0.35 FTE.
- **Library:**
 - \$4,000 decrease due to elimination of support except for \$2,800 student sponsorship of Read-A-Thon. Support was removed from budget because of success of the Read-A-Thon in current school year.
- **World/Community:**
 - \$3,200 decrease due to one-time events IDEA and BryCentennial (\$3,500) and \$500 increase in HIP Funding.
- **PTSA Business Expense:**
 - \$700 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:**
 - \$7,400 decrease due to reduction of unallocated balance.
- **Consistent with the current year:**
 - Music Programs Science/Math
 - Information/Technology
 - Healthy Bodies

Budget Committee Members:

Julianna Batho
 Holly Davis
 Sam Fogg
 Whitney Griesbach
 Karl Hessler
 Clare Kealy
 Kim Love
 Jen McCormick
 Lorraine Sawicki
 Brita Willis

Bryant Elementary PTSA: 2019/2020 BUDGET

	19/20 Budget Proposal	18/19 Budget	18/19 Projected	18/19 Actual (4/30/19)	17/18 Actual
Sources of Cash					
School Fundraisers	\$ 223,533	\$ 187,460	\$ 187,460	\$ 187,460	\$ 207,639
Other events	12,150	14,450	12,468	12,015	14,487
School Supplies	28,150	-	-	986	-
Use of surplus and carryover	22,227	58,139	58,139	8,494	64,479
Sources of Cash	\$ 286,060	\$ 260,049	\$ 258,066	\$ 208,954	\$ 286,605
Uses of Cash					
Arts and Culture					
Artists In Residence	\$ 17,700	\$ 17,700	\$ 17,700	\$ 449	\$ 19,991
Other Art Programs	2,250	2,600	2,075	223	1,680
	\$ 19,950	\$ 20,300	\$ 19,775	\$ 672	\$ 21,671
Teacher Support					
Classroom Supplies, Support, Assemblies	\$ 19,026	\$ 21,222	\$ 21,222	\$ 11,155	\$ 15,184
Substitute Time for Assessment	12,150	12,375	12,487	5,189	14,950
	\$ 31,176	\$ 33,597	\$ 33,709	\$ 16,344	\$ 30,134
Tutoring and Academic Support					
Community Volunteer Coordinator	\$ 10,936	\$ 17,197	\$ 17,197	\$ 6,101	\$ 17,197
Instructional Support	64,403	42,993	42,993	21,212	38,281
Tutoring/Academic Support	21,648	20,000	15,234	7,627	17,496
Curriculum & Software	3,500	7,576	7,576	5,734	4,646
Classroom Supplies Bulk Purchase	28,072	-	-	-	-
	\$ 128,559	\$ 87,766	\$ 83,000	\$ 40,675	\$ 77,620
Technology					
Lab tech manager & supplies	\$ 26,630	\$ 22,081	\$ 22,081	\$ 12,723	\$ 20,126
	\$ 26,630	\$ 22,081	\$ 22,081	\$ 12,723	\$ 20,126
Music Programs					
Instrumental Music instruction (r.f.)	\$ 17,749	\$ 17,593	\$ 17,593	\$ 8,613	\$ 15,646
Other Music	1,715	2,700	2,700	513	1,717
	\$ 19,464	\$ 20,293	\$ 20,293	\$ 9,126	\$ 17,363
Library					
Library	\$ 2,815	\$ 6,755	\$ 6,123	\$ 6,130	\$ 4,006
	\$ 2,815	\$ 6,755	\$ 6,123	\$ 6,130	\$ 4,006

	19/20 Budget Proposal	18/19 Budget	18/19 Projected	18/19 Actual (4/30/19)	17/18 Actual
Science and Math					
Science Fair & other	\$ 2,750	\$ 2,900	\$ 2,788	\$ 1,117	\$ 2,220
5th grade Enviromental Camp	7,000	7,000	7,000	7,000	7,000
	\$ 9,750	\$ 9,900	\$ 9,788	\$ 8,117	\$ 9,220
Healthy Bodies					
Recess Playground Supervision	\$ 23,258	\$ 22,790	\$ 18,783	\$ 10,418	\$ 18,218
Other	2,100	2,700	2,700	1,400	1,836
	\$ 25,358	\$ 25,490	\$ 21,483	\$ 11,818	\$ 20,054
World and Community					
Family Aid Support	\$ 3,500	\$ 3,000	\$ 3,000	\$ 2,791	\$ 2,985
Grade Level Community Building Grants	3,000	3,000	3,000	-	2,361
Social Engagement	4,400	8,143	8,247	4,975	2,435
	\$ 10,900	\$ 14,143	\$ 14,247	\$ 7,766	\$ 7,781
Information and Communication					
Constant Contact Subscription	\$ 800	\$ 800	\$ 800	\$ 551	\$ -
	\$ 800	\$ 800	\$ 800	\$ 551	\$ -
PTSA Business Expenses					
Costs to run the PTSA	\$ 4,158	\$ 4,948	\$ 4,428	\$ 2,773	\$ 4,835
	\$ 4,158	\$ 4,948	\$ 4,428	\$ 2,773	\$ 4,835
Unallocated Expense					
Unallocated	6,500	13,976	3,150	3,150	-
	\$ 6,500	\$ 13,976	\$ 3,150	\$ 3,150	\$ -
TOTAL BUDGETED EXPENSE	\$ 286,060	\$ 260,049	\$ 238,876	\$ 119,844	\$ 212,811

Income	\$ 286,060	\$ 260,049	\$ 258,066	\$ 208,954	\$ 286,605
Expenses	\$ 286,060	\$ 260,049	\$ 238,876	\$ 119,844	\$ 212,811
Net	\$ -	\$ -	\$ 19,190	\$ 89,110	\$ 73,794
SET ASIDE FOR PTSA REQUIRED BUDGET RESERVE	\$ -	\$ -	\$ -	\$ -	\$ 22,000
Difference	\$ 0	\$ 0	\$ 19,190	\$ 89,110	\$ 51,794

Bryant Elementary PTSA: 2019/2020 BUDGET

	19/20 Budget Proposal	18/19 Budget	18/19 Projected	18/19 Actual (4/30/19)	17/18 Actual	Notes 2019/2020 Budget
Sources of Cash						
						Projected Enrollment: 563
Direct Donations (Pledge Drive) (Net)	\$ 179,000	\$ 155,460	\$ 155,460	\$ 155,460	\$ 161,063	Represents annual campaign from 18/19 school year.
Bryant Blast(Net)	14,804	12,000	12,000	12,000	13,622	Populate actual results after event in May 2019
Silent Auction	29,729	20,000	20,000	20,000	32,954	Represents auction held in March 2019
Instrumental Music Donations (restricted)	8,000	10,000	8,000	8,500	7,900	\$125/student and included a discount for uncollectible donations
Scrip/Amazon/PCC (net)	2,500	2,500	2,500	771	2,589	Based on prior year. Per Michelle Ireton, PCC now pays 1x/yr in June and she expects \$1,500.
Spirit Wear & Yearbook	-	-	18	1,612	2,344	Plan for Spirit Wear and Yearbook to net to zero
Interest	150	150	150	132	194	Treasurers to look into higher interest opportunities at BoFA.
Other Income (non-Scrip rebates and other donations)	1,500	1,800	1,800	1,000	1,460	Donations, Art Night
School Supplies	28,150	-	-	986	-	Ask \$50/student. Will consider a lower ask if carryover at end of year is larger than anticipated.
Use of surplus	3,037	-	-	-	-	Surplus is \$11k. Surplus represents extra cash in excess of the reserve of \$82,500
Carry over funds from previous year	19,190	58,139	58,139	8,494	64,479	Will populate final number when current fiscal year is closed
Sources of Cash	\$ 286,060	\$ 260,049	\$ 258,066	\$ 208,954	\$ 286,605	
Uses of Cash						
Arts and Culture						
Artists In Residence	\$ 17,000	\$ 17,000	\$ 17,000	\$ -	\$ 19,991	Maintaining \$17k but AIR will adjust time to allow for 0.25 hr of planning time per 1 hour of teaching. \$50/hr. PY 17/18 included additional hours.
AIR Supplies	700	700	700	449	-	Based on continued funding. Confirmed request with art committee.
Art Night	500	500	500	-	386	Continue
Winterfest	-	50	-	-	-	Event cancelled
Book It	700	725	725	-	607	Confirmed with Garlid to continue funding.
Art Docent Supplies	1,000	1,175	800	223	687	Art Docent program may be reworked next year, but budget will be \$1k.
Reflections Art Exhibit	50	150	50	-	-	Change to \$50 based on past two years with \$0.
	\$ 19,950	\$ 20,300	\$ 19,775	\$ 672	\$ 21,671	
Teacher Support						
Classroom Supplies	\$ 6,240	\$ 6,340	\$ 6,340	\$ 6,340	\$ 5,970	24 FTE + 3 PCP + 4.2 FTE (SPED, Library, Tech Lab, Reading Specialist)
Field trips, classroom materials & support	12,386	14,482	14,482	4,415	9,124	\$22/student for estimate of 563.
PCP Sub- time to support teacher assessment of students	1,350	1,575	1,575	-	-	- 3.0 PCP x 2 days each. \$225/day
Sub- time to support teacher assessment of students	10,800	10,800	10,912	5,189	14,950	Sub-time support is 2.0 days for 24 FTE at \$225/day
Assemblies	400	400	400	400	90	Continue this funding
	\$ 31,176	\$ 33,597	\$ 33,709	\$ 16,344	\$ 30,134	
Tutoring and Academic Support						
Community Volunteer Coordinator	\$ 10,936	\$ 13,357	\$ 13,357	\$ 6,101	\$ 13,357	17 hrs/week, \$17.87/hour, 36weeks, through the SPS contract.
Community Volunteer Personal Service Contract	-	3,840	3,840	-	3,840	Decided not to fun extra hours after the SPS contract is maxed out. Has been 240 hours at \$16/hr.
Instructional Support	64,403	42,993	42,993	21,212	38,281	0.5 FTE. Represents new rate and cost of benefits.
Tutoring/Academic Support	21,648	20,000	15,234	7,627	17,496	17 hrs/week, 2 or 3 people, 36 weeks at \$17.70/hr
SIPPS Curriculum	-	2,576	-	2,576	-	One time purchase in 2018
Classroom Supplies Bulk Purchase	28,072	-	-	-	-	Per School Supplies team
Classroom Software	3,500	5,000	5,000	3,158	4,646	Learning A-Z (incl Raz Kids)
	\$ 128,559	\$ 87,766	\$ 83,000	\$ 40,675	\$ 77,620	
Technology						
Lab tech manager	\$ 26,230	\$ 21,681	\$ 21,681	\$ 12,628	\$ 19,607	SPS Contract, maintaining 0.35 FTE, represents new rate & cost of benefits
Other tech equip/services	400	400	400	95	519	
	\$ 26,630	\$ 22,081	\$ 22,081	\$ 12,723	\$ 20,126	
Music Programs						
Instrumental Music instruction (r.f.)	\$ 17,749	\$ 17,593	\$ 17,593	\$ 8,613	\$ 15,646	SPS Contract, 0.2 FTE, represents new rate
Music Supplies	400	200	200	-	-	This is in addition to the \$100 that the music teacher receives for PCP (Classroom supplies line).
Instrument Maintenance	455	400	400	-	1,315	Piano tuning and mallet instruments.
Recorder Program (LinkUp)	860	2,100	2,100	513	402	\$10/student, 3rd grade projects 86 students.
	\$ 19,464	\$ 20,293	\$ 20,293	\$ 9,126	\$ 17,363	
Library						
Library Materials	\$ -	\$ 3,400	\$ 3,393	\$ 3,400	\$ 3,475	No library funding due to success of Read-A-Thon
Read-A-Thon Sponsorship	2,815	2,730	2,730	2,730	-	PTSA sponsorship for annual Read-A-Thon. \$5/student
Summer Reading Program	-	100	-	-	104	
Writers Celebration	-	200	-	-	182	
Writers BBQ	-	150	-	-	189	
Global Reading Challenge	-	175	-	-	56	
	\$ 2,815	\$ 6,755	\$ 6,123	\$ 6,130	\$ 4,006	
Science and Math						
Science Fair Coordination	\$ 1,500	\$ 1,500	\$ 1,500	\$ 500	\$ 1,500	Coordinator \$1k, Ann Marie \$500.
Science Fair Background Checks	350	300	338	338	100	Increased \$50 based on activity from current year.
Science Fair Supplies	600	600	600	-	540	
Salmon in Schools Friends of the Fishery Donation	100	100	100	-	-	
Learning Landscapes/Garden Buddies	200	400	250	279	80	Decreased based on past activity
5th grade Environmental Camp	7,000	7,000	7,000	7,000	7,000	
	\$ 9,750	\$ 9,900	\$ 9,788	\$ 8,117	\$ 9,220	

	19/20 Budget Proposal	18/19 Budget	18/19 Projected	18/19 Actual (4/30/19)	17/18 Actual	Notes 2019/2020 Budget
Healthy Bodies						
Physical Education Supplies	\$ 500	\$ 500	\$ 500	\$ 500	\$ 524	
Counselor Supplies	-	700	700	700	\$ -	
Patrol Equipment & Recognition	150	150	150	-	93	
Recess Playground Supervision	23,258	22,790	18,783	10,418	18,218	2-3 staff, 36.5 hrs/week at \$17.70/hr. 36 wks max
CPR training	600	400	400	200	800	Training is moving to biannual event. Cost will vary each year depending on who needs certification.
Emergency Preparedness	300	500	500	-	-	
Field Day	400	300	300	-	398	Increased to \$400 to cover additional expenses for teacher support.
Nursing/OTPT/SLP	150	150	150	-	21	
	\$ 25,358	\$ 25,490	\$ 21,483	\$ 11,818	\$ 20,054	
World and Community						
Family Aid Support	\$ 3,500	\$ 3,000	\$ 3,000	\$ 2,791	\$ 2,985	Need has increased.
Grade Level Community Building Grants	3,000	3,000	3,000	-	2,361	Confirmed to keep.
Social Engagement	1,000	1,000	1,000	-	-	Confirmed to keep.
Legislative Advocacy	500	500	500	29	93	Confirmed to keep.
Bryant Forums	1,500	1,500	1,500	450	1,475	Confirmed to keep.
Movie Licence	400	393	393	393	-	Keep - moved it out of 5th grade fundraising so other groups can use the license.
IDEA Project	-	2,000	2,000	2,000	-	One time event for now
BryCentennial	-	1,500	1,677	1,677	-	One time event
Volunteer Recognition	350	350	350	-	400	
Departing Teacher/Staff Recognition	150	150	150	-	144	
PTSA Discretionary Fund	-	250	250	-	-	Eliminated line item - will use unallocated funds for discretionary needs.
PTSA staff appreciation	500	500	427	427	323	
	\$ 10,900	\$ 14,143	\$ 14,247	\$ 7,766	\$ 6,914	
Information and Communication						
Constant Contact Subscription	\$ 450	\$ 450	\$ 450	\$ 551	\$ -	
School Phone Book	350	350	350	-	-	
	\$ 800	\$ 800	\$ 800	\$ 551	\$ -	
PTSA Business Expenses						
Licenses & Registrations	\$ 400	\$ 700	\$ 700	\$ 175	\$ 472	Gambling, Charitable Org, Annual Sec of St filing, Seattle renewal
Insurance	1,200	1,140	1,160	1,160	1,140	
Office Supplies/Po Box	200	200	200	324	172	
Software /QB/Website	500	500	500	-	473	
Bank Fees/NSF Charges/Credit card	100	800	100	27	401	Including credit card fees in the total fundraising amount for each activity.
Postage	100	50	100	-	166	
Accounting services	900	800	910	910	780	Tax return and 1099 filing
Check Supply	50	50	50	-	33	
Credit card software	708	708	708	177	1,198	GivingFuel \$59/month
	\$ 4,158	\$ 4,948	\$ 4,428	\$ 2,773	\$ 4,835	
Unallocated Expense						
Prior year expenses paid for in current year	500	3,150	3,150	3,150	-	Late reimbursement requests, some were for field trips' bus fees.
Unallocated	6,000	10,826	-	-	-	Decreasing to \$6k in order to manage costs and School Supplies ask.
	\$ 6,500	\$ 13,976	\$ 3,150	\$ 3,150	\$ -	
TOTAL BUDGETED EXPENSE	\$ 286,060	\$ 260,049	\$ 238,876	\$ 119,844	\$ 211,943	

Income	\$ 286,060	\$ 260,049	\$ 258,066	\$ 208,954	\$ 286,605
Expenses	\$ 286,060	\$ 260,049	\$ 238,876	\$ 119,844	\$ 211,943
Net	\$ -	\$ -	\$ 19,190	\$ 89,110	\$ 74,662
SET ASIDE FOR PTSA REQUIRED BUDGET RESERVE	\$ -	\$ -	\$ -	\$ -	\$ 22,000
Difference	\$ 0	\$ 0	\$ 19,190	\$ 89,110	\$ 52,662