

MONTHLY TREASURER'S REPORT

Grant School PTA
2015/2016 School Year

Balance on Hand at Beginning of Month:	[A]	<u>\$ 135,324</u>		10/01/15
		Oct-15	YTD	Budget
Income				
Community Donations				
Annual Imagine Campaign			\$ -	\$ 53,000
Mission Hills Town Council			500	650
Other Community Donations		\$ (1,000)	286	-
Total Community Donations		(1,000)	786	53,650
Community Fundraiser				
AmazonSmile			93	500
Book Fair Income			-	10,000
Box Tops for Education			-	1,250
Gecko Garden Income			2,000	1,000
Grant Gala			-	30,000
Halloween Carnival Income	15,626		15,626	15,000
Jamba Juice Income			-	500
Jogathon Income			-	25,000
Restaurant Fundraiser			-	1,500
Script Income	298		653	1,500
Stehly Farms			-	1,500
Wine Tasting Event			-	5,000
X-mas Trees			-	750
Total Community Fundraiser		15,924	18,372	93,500
Logowear (Grant Gear)		170	170	2,000
PTA Membership		-	2,073	2,000
Total Income		\$ 15,094	\$ 21,401	\$ 151,150
Gross Profit		\$ 15,094	\$ 21,401	\$ 151,150
Expenses				
Fundraising Expenses				
Book Fair Expense			\$ -	\$ 10,000
Grant Gala Expense			-	15,000
Halloween Carnival Expense	5,100		7,169	12,000
Jogathon Expense			-	5,000
Wine Tasting Event	629		629	5,000
Total Fundraising Expenses		5,728	7,798	43,000
General and Administrative				
Accounting and Payment Processing Software	20		228	850
Bank Service Charges			-	250
Insurance	216		216	210
Marketing Expenses				
Logowear (Grant Gear)			1,479	1,500
Printed Materials and Signage			1,231	2,500
Total Marketing Expenses		-	2,709	4,000

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			10/01/15	
			Oct-15	YTD
				Budget
Membership Expense			1,246	1,246
Office Supplies				229
Payment Processing Fees			177	177
Professional Services				
Accounting				600
Total Professional Services			-	600
Taxes				100
Website and Email			40	160
Total General and Administrative			1,699	4,966
Hospitality				
1st School Day - Donuts				120
Back to School Class Reveal				169
Kindergarten Orientation				138
Monthly Chatio Meet & Greet				-
PTA Meetings			52	120
Safety Committee Appreciation				-
Summer Picnic Expense				244
Teacher Acknowledgment				
Teacher Appreciation Week Gifts				-
Teachers Thank You Lunch				-
Teachers Welcome Back Lunch				610
Total Teacher Acknowledgment			-	610
Total Hospitality			52	1,402
Other Programs				
Library Program				424
Middle School				
Academic League/ Quiz Bowl				-
GeoBee				100
Junior Model United Nations				-
Middle School Dance				-
Middle School Orientation				128
Middle School Promotion				336
National Honor Society Membership				-
Spelling Bee				136
Total Middle School			-	700
Other Enrichment Programs				
Assemblies				-
School Trips				-
Subscriptions			7,838	9,118
Total Other Enrichment Programs			7,838	9,118
Total Other Programs			7,838	10,241

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		10/01/15		
			Oct-15	YTD
			Budget	
S.T.E.A.M. Programs				
S.T.E.A.M. Teachers' Salary and Benefits				
Art Program		530	1,060	14,500
Science Program		3,450	3,450	36,500
Total S.T.E.A.M. Teachers' Salary and Benefits		<u>3,980</u>	<u>4,510</u>	<u>51,000</u>
Science Enrichment				
Family Science Night			-	1,000
Gecko Garden			-	1,500
Science Fair			-	500
Science Olympiad			-	600
Total Science Enrichment		<u>-</u>	<u>-</u>	<u>3,600</u>
Total S.T.E.A.M. Programs		3,980	4,510	54,600
School and Staff Support				
Associated Student Body			-	2,000
School Supplies		2,403	2,777	15,000
Teacher Discretionary Funds				
Teacher Special Request			30	1,000
Total Teacher Discretionary Funds		<u>-</u>	<u>30</u>	<u>1,000</u>
Total School and Staff Support		2,403	2,807	18,000
Total Expenses		\$ 21,700	\$ 31,723	\$ 150,700
Net Operating Income (Loss)		\$ (6,606)	\$ (10,323)	\$ 450
Net Operating Income				
Other Expenses				
Fraud	[Note 2]	\$ -	\$ -	\$ -
Total Other Expenses		<u>-</u>	<u>-</u>	<u>-</u>
Net Other Income		<u>-</u>	<u>-</u>	<u>-</u>
Net Income (Loss)	[B]	\$ (6,606)	\$ (10,323)	\$ 450
Less: Previous Month's Activity				
Cleared in Current Month [Net Amou	[C]	\$ (2,142)		
Add: Current Month's Activity				
Not Yet Cleared Bank [Net Amount]	[D]	\$ 6,500		
Balance on Hand at End of Month:	[=A+B+C+D]	\$ <u>133,076</u>		
		10/31/15		

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2015/2016 School Year

Balance on Hand at Beginning of Month: [A] \$ 135,324
10/01/15

Oct-15

YTD

Budget

Notes:

- [1] Expense due to reimbursement to C. Baldwin for prior year expenses paid and reconciliation adjustments for check #3819 which incorrectly cleared bank on 6/15/15 for \$28.59. Check #3819 was issued for \$48.59, reconciliation adjustments occurred in September 2015.
- [2] Fraudulent activity occurring in October 2015 on the PTA Checking Account has been disputed and a credit has been issued; no liability incurred on behalf of the PTA for fraudulent expenses.

Submitted by: Alisa Loigman, Treasurer
ptatreasurergrant@gmail.com

GrantSchool PTA
PROFIT AND LOSS DETAIL
 October 2015

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses							
Income							
Community Donations							
Other Community Donations							
10/02/2015	Expense		Haggen Stores	RETURNED ITEM FROM A PREVIOUS DE Download from usbank.com.	PTA Checking	-1,000.00	-1,000.00
Total for Other Community Donations						\$ -1,000.00	
Total for Community Donations						\$ -1,000.00	
Community Fundraiser							
Halloween Carnival Income							
10/20/2015	Deposit		Intuit QB Payments	1 transaction	PTA Checking	35.00	35.00
10/23/2015	Deposit		Intuit QB Payments	15 transactions	PTA Checking	735.00	770.00
10/26/2015	Expense			PROOF CORRECTION DEBIT Download from usbank.com.	PTA Checking	-1,010.00	-240.00
10/26/2015	Deposit		Deposit	DEPOSIT Download from usbank.com.	PTA Checking	12,143.12	11,903.12
10/26/2015	Deposit		Intuit QB Payments	14 Transactions	PTA Checking	885.00	12,788.12
10/26/2015	Deposit		Intuit QB Payments	7 transactions	PTA Checking	385.00	13,173.12
10/27/2015	Deposit		Intuit QB Payments	13 transactions	PTA Checking	411.00	13,584.12
10/27/2015	Deposit		Intuit QB Payments	61 transactions	PTA Checking	2,042.00	15,626.12
Total for Halloween Carnival Income						\$15,626.12	
Script Income							
10/01/2015	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	297.99	297.99
Total for Script Income						\$297.99	
Total for Community Fundraiser						\$15,924.11	
Logowear (Grant Gear)							
10/27/2015	Deposit		Intuit QB Payments	Grant Gear sales at Halloween Carnival	PTA Checking	170.00	170.00
Total for Logowear (Grant Gear)						\$170.00	
Total for Income						\$15,094.11	
Expenses							
Fundraising Expenses							
Halloween Carnival Expense							
10/01/2015	Expense		Amazon.com	100 Pie boxes: 12" x 12" x 5"	PTA Checking	73.28	73.28
10/01/2015	Expense		SpinArtUSA	Order No. 9509: Cards, frames and paints	PTA Checking	75.00	148.28
10/01/2015	Expense		Sign King	Vinyl Banner and Posters	PTA Checking	108.00	256.28
10/01/2015	Expense		Amazon.com	50 Pie boxes: 19" x 14" x 14"	PTA Checking	46.80	303.08
10/05/2015	Check	3874	Jen Cavanaugh	Michaels, Joann Fabrics and Target	PTA Checking	97.26	400.34
10/09/2015	Expense		Flinn Spring Feed and Supplies	60 Hay Bales (\$7.95) each & \$80 delivery. Will refund \$2.95 per undamaged bale upon pickup.	PTA Checking	595.16	995.50
10/16/2015	Expense		Oriental Trading	Order number: 673793384	PTA Checking	694.41	1,689.91

			Company				
10/16/2015	Expense		Oriental Trading Company	Order number: 673793384	PTA Checking	99.92	1,789.83
10/16/2015	Expense		Oriental Trading Company	Order number: 673793384	PTA Checking	34.99	1,824.82
10/22/2015	Expense		SD Party Rentals	Remaining balance on Invoice #1282	PTA Checking	669.00	2,493.82
10/24/2015	Check	3880	SOS Entertainment	Event DJ, PA and light bar (Invoice 6993)	PTA Checking	500.00	2,993.82
10/24/2015	Check	3881	Jen Agsalud	Face Painting	PTA Checking	500.00	3,493.82
10/26/2015	Expense		Party Pals	Remaining balance on Incoice 14809	PTA Checking	1,022.50	4,516.32
10/28/2015	Expense		Image Innovators	Invoice #SINV32897: 250 Orange Tote Bags (\$1.82/bag); \$25 art conversion fee; \$40.70 tax	PTA Checking	583.23	5,099.55
Total for Halloween Carnival Expense						\$5,099.55	
Wine Tasting Event							
10/15/2015	Check	3878	Daniel Sakai	Flowers	PTA Checking	120.42	120.42
10/18/2015	Check	3879	Lara Gates	Costoc - food and utensils	PTA Checking	508.21	628.63
Total for Wine Tasting Event						\$628.63	
Total for Fundraising Expenses						\$5,728.18	
General and Administrative							
Accounting and Payment Processing Software							
10/01/2015	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	19.95	19.95
Total for Accounting and Payment Processing Software						\$19.95	
Insurance							
10/05/2015	Check	3873	San Diego Unified Council of PTA's	Insurance Premium Due Nov. 1st	PTA Checking	216.00	216.00
Total for Insurance						\$216.00	
Membership Expense							
10/05/2015	Check	3873	San Diego Unified Council of PTA's	208 members at \$5.75 per member	PTA Checking	1,196.00	1,196.00
10/05/2015	Check	3873	San Diego Unified Council of PTA's	Council Assessment Due Nov. 1st	PTA Checking	50.00	1,246.00
Total for Membership Expense						\$1,246.00	
Payment Processing Fees							
10/20/2015	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	1.37	1.37
10/23/2015	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	27.27	28.64
10/26/2015	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	14.07	42.71
10/26/2015	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	31.82	74.53
10/27/2015	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com.	PTA Checking	86.05	160.58

Date	Type	Account	Description	Account	Amount	Balance
10/27/2015	Expense	Intuit QB Payments	INTUIT PYMT SOLN ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	16.40	176.98
Total for Payment Processing Fees					\$176.98	
Website and Email						
10/22/2015	Expense	Constant Contact	DEBIT PURCHASE -VISA CTC*CONSTAN Download from usbank.com. CTC*CONSTANTCONT855-2295506 MA	PTA Checking	40.00	40.00
Total for Website and Email					\$40.00	
Total for General and Administrative					\$1,698.93	
Hospitality						
PTA Meetings						
10/15/2015	Check	3877 Steve Gillespie	10/13/15 Meeting Pizza	PTA Checking	51.84	51.84
Total for PTA Meetings					\$51.84	
Total for Hospitality					\$51.84	
Other Programs						
Other Enrichment Programs						
Subscriptions						
10/01/2015	Expense	Spelling City	272 students at \$2.00 per student: Harris, Kidder, Ginns, Caparell, Jimenez, Conard, Crawford, Steinberg, Carroll, Wilson & Segale	PTA Checking	544.00	544.00
10/02/2015	Check	3871 Newsela	INV-2012: Newsela Pro Site 1 School License	PTA Checking	6,000.00	6,544.00
10/06/2015	Expense	24 Game	First in Math: Snyder & Carroll	PTA Checking	406.00	6,950.00
10/09/2015	Expense	Learning A-z	Raz-Kids License for 11 teachers	PTA Checking	887.72	7,837.72
Total for Subscriptions					\$7,837.72	
Total for Other Enrichment Programs					\$7,837.72	
Total for Other Programs					\$7,837.72	
S.T.E.A.M. Programs						
S.T.E.A.M. Teachers' Salary and Benefits						
Art Program						
10/05/2015	Check	3872 Sarah Ekedal	Art to Heart: October 2010	PTA Checking	530.00	530.00
Total for Art Program					\$530.00	
Science Program						
10/13/2015	Check	3875 Elena Banks	September 2015	PTA Checking	3,450.00	3,450.00
Total for Science Program					\$3,450.00	
Total for S.T.E.A.M. Teachers' Salary and Benefits					\$3,980.00	
Total for S.T.E.A.M. Programs					\$3,980.00	
School and Staff Support						
School Supplies						
10/15/2015	Check	3876 Glenn Tyson	Science supplies: Microscopes, pipets droppers, beakers, etc.	PTA Checking	2,403.10	2,403.10
Total for School Supplies					\$2,403.10	
Total for School and Staff Support					\$2,403.10	
Total for Expenses					\$21,699.77	
Net Ordinary Income					\$ -6,605.66	
Other Income/Expense						
Other Expense						

Fraud						
10/07/2015	Expense		DEBIT PURCHASE -VISA PAYPAL EBAY Download from usbank.com. PAYPAL EBAY MARK402-935- 7733NE	PTA Checking	542.98	542.98
10/08/2015	Deposit		DEBIT PURCHASE RET - VISA PAYPAL Download from usbank.com. PAYPAL EBAY MARKLA VISTA NE	PTA Checking	-542.98	0.00
10/08/2015	Expense		DEBIT PURCHASE -VISA PP*7225CODE Download from usbank.com. PP*7225CODE 402-935- 7733CA	PTA Checking	1.95	1.95
10/08/2015	Expense		DEBIT PURCHASE -VISA WWW.RAISE.C Download from usbank.com. WWW.RAISE.COM WWW.RAISE.COIL	PTA Checking	469.65	471.60
10/09/2015	Expense		DEBIT PURCHASE -VISA PAYPAL EBAY Download from usbank.com. PAYPAL EBAY MARK402-935- 7733NE	PTA Checking	504.90	976.50
10/09/2015	Deposit		DEBIT PURCHASE RET - VISA PAYPAL Download from usbank.com. PAYPAL EBAY MARKLA VISTA NE	PTA Checking	-504.90	471.60
10/16/2015	Deposit	Deposit	ELECTRONIC DEPOSIT ADJUSTMENT Download from usbank.com.	PTA Checking	-469.65	1.95
10/16/2015	Deposit	Deposit	ELECTRONIC DEPOSIT ADJUSTMENT Download from usbank.com.	PTA Checking	-1.95	0.00
Total for Fraud					\$0.00	
Total for Other Expense					\$0.00	
Net Other Income					\$0.00	
Net Income					\$ -6,605.66	

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