

# MONTHLY TREASURER'S REPORT

Grant School PTA  
2015/2016 School Year

Balance on Hand at Beginning of Month:	[A]	<u>\$ 119,801</u>		
		02/01/16		
		Feb-16	YTD	Budget
<b>Income</b>				
<b>Community Donations</b>				
Annual Imagine Campaign			\$ 600	\$ 53,000
Mission Hills Town Council			500	650
Other Community Donations			287	-
<b>Total Community Donations</b>		<b>-</b>	<b>1,387</b>	<b>53,650</b>
<b>Community Fundraiser</b>				
AmazonSmile	168		352	500
Book Fair Income			6,933	10,000
Box Tops for Education			452	1,250
Gecko Garden Income			2,000	1,000
Grant Gala			-	30,000
Halloween Carnival Income			17,534	15,000
Jamba Juice Income			58	500
Jogathon Income			5,500	25,000
Restaurant Fundraiser			584	1,500
Running Club			1,570	-
Script Income			1,069	1,500
Stehly Farms			-	1,500
Wine Tasting Event			2,297	5,000
X-mas Trees			495	750
<b>Total Community Fundraiser</b>	<b>168</b>		<b>38,845</b>	<b>93,500</b>
<b>Logowear (Grant Gear)</b>			670	2,000
<b>PTA Membership</b>			2,567	2,000
<b>Total Income</b>		<b>\$ 168</b>	<b>\$ 43,469</b>	<b>\$ 151,150</b>
<b>Gross Profit</b>		<b>\$ 168</b>	<b>\$ 43,469</b>	<b>\$ 151,150</b>
<b>Expenses</b>				
<b>Fundraising Expenses</b>				
Book Fair Expense			\$ 6,965	\$ 10,000
Grant Gala Expense	60		560	15,000
Halloween Carnival Expense			11,178	12,000
Jogathon Expense			-	5,000
Wine Tasting Event			899	5,000
<b>Total Fundraising Expenses</b>	<b>60</b>		<b>19,603</b>	<b>43,000</b>
<b>General and Administrative</b>				
Accounting and Payment Processing Software	69		506	850
Bank Service Charges			8	250
Insurance			216	210
Marketing Expenses				
Logowear (Grant Gear)			1,479	1,500
Printed Materials and Signage			1,406	2,500
<b>Total Marketing Expenses</b>	<b>-</b>		<b>2,884</b>	<b>4,000</b>
Membership Expense			1,246	1,050
Office Supplies	[Note 1]	(14)	229	200
Payment Processing Fees			178	700
Professional Services				

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Accounting		15	15	600
Total Professional Services		15	15	600
Taxes			-	100
Website and Email		40	440	500
<b>Total General and Administrative</b>		<b>110</b>	<b>5,722</b>	<b>8,460</b>
<b>Hospitality</b>				
1st School Day - Donuts			120	150
Back to School Class Reveal			169	150
Kindergarten Orientation			138	500
Monthly Chatio Meet & Greet			-	300
PTA Meetings	43		410	750
Safety Committee Appreciation			108	200
Summer Picnic Expense			244	650
Teacher Acknowledgment				
Teacher Appreciation Week Gifts			-	200
Teachers Thank You Lunch	144		144	700
Teachers Welcome Back Lunch			610	700
Total Teacher Acknowledgment		144	754	1,600
<b>Total Hospitality</b>		<b>187</b>	<b>1,943</b>	<b>4,300</b>
<b>Other Programs</b>				
Library Program			711	1,000
Middle School				
Academic League/ Quiz Bowl			190	180
GeoBee			100	125
Junior Model United Nations			-	550
Middle School Dance			-	450
Middle School Orientation			128	150
Middle School Promotion			336	800
National Honor Society Membership			-	385
Spelling Bee			136	200
Total Middle School		-	890	2,840
Other Enrichment Programs				
Assemblies			1,500	3,000
School Trips			-	3,000
Subscriptions			12,113	12,500
Total Other Enrichment Programs		-	13,613	18,500
<b>Total Other Programs</b>		<b>-</b>	<b>15,213</b>	<b>22,340</b>
<b>S.T.E.A.M. Programs</b>				
S.T.E.A.M. Teachers' Salary and Benefits				
Art Program	1,690		8,343	14,500
Science Program	3,450		18,900	36,500
Total S.T.E.A.M. Teachers' Salary and Benefits	5,140		27,243	51,000
Science Enrichment				
Family Science Night			651	1,000
Gecko Garden			310	1,500
Science Fair	120		272	500
Science Olympiad			-	600

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		02/01/16		
		Feb-16	YTD	Budget
Total Science Enrichment		120	1,234	3,600
<b>Total S.T.E.A.M. Programs</b>		<b>5,260</b>	<b>28,477</b>	<b>54,600</b>
<b>School and Staff Support</b>				
Associated Student Body			1,479	2,000
School Supplies		358	6,219	15,000
Teacher Discretionary Funds				
Teacher Special Request			500	1,000
Total Teacher Discretionary Funds		-	500	1,000
<b>Total School and Staff Support</b>		<b>358</b>	<b>8,198</b>	<b>18,000</b>
<b>Total Expenses</b>		<b>\$ 5,976</b>	<b>\$ 79,157</b>	<b>\$ 150,700</b>
<b>Net Operating Income (Loss)</b>		<b>\$ (5,808)</b>	<b>\$ (35,688)</b>	<b>\$ 450</b>
<b>Net Operating Income</b>				
<b>Other Expenses</b>				
Fraud		\$ -	\$ -	\$ -
<b>Total Other Expenses</b>		-	-	-
<b>Net Other Income</b>		-	-	-
<b>Net Income (Loss)</b>	[B]	<b>\$ (5,808)</b>	<b>\$ (35,688)</b>	<b>\$ 450</b>
<b>Less: Previous Month's Activity</b>				
Cleared in Current Month [Net Amount]	[C]	\$ (12,810)		
<b>Add: Current Month's Activity</b>				
Not Yet Cleared Bank [Net Amount]	[D]	\$ -		
<b>Balance on Hand at End of Month:</b>	[=A+B+C+D]	<b>\$ <u>101,182</u></b>		
		02/29/16		

Notes:

[1] Refund of January 2016 expense.

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

**Grant K-8 School PTA**  
**PROFIT AND LOSS DETAIL**  
February 2016

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>Ordinary Income/Expenses</b>							
<b>Income</b>							
<b>Community Fundraiser</b>							
<b>AmazonSmile</b>							
02/11/2016	Deposit		Deposit	October 1 to December 31, 2015	PTA Checking	168.09	168.09
<b>Total for AmazonSmile</b>						<b>\$168.09</b>	
<b>Total for Community Fundraiser</b>						<b>\$168.09</b>	
<b>Total for Income</b>						<b>\$168.09</b>	
<b>Expenses</b>							
<b>Fundraising Expenses</b>							
<b>Grant Gala Expense</b>							
02/22/2016	Expense		International Printing Solutions	Banners	PTA Checking	60.48	60.48
<b>Total for Grant Gala Expense</b>						<b>\$60.48</b>	
<b>Total for Fundraising Expenses</b>						<b>\$60.48</b>	
<b>General and Administrative</b>							
<b>Accounting and Payment Processing Software</b>							
02/02/2016	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	19.95	19.95
02/03/2016	Expense		Intuit QB Payments	DEBIT PURCHASE - VISA INTUIT *QB Download from usbank.com. INTUIT *QB ONLIN800-286-6800CA	PTA Checking	49.45	69.40
<b>Total for Accounting and Payment Processing Software</b>						<b>\$69.40</b>	
<b>Office Supplies</b>							
02/25/2016	Deposit		Amazon.com	RETURN: IRS Approved 1099 INT	PTA Checking	-14.08	-14.08
<b>Total for Office Supplies</b>						<b>\$ -14.08</b>	
<b>Professional Services</b>							
<b>Accounting</b>							
02/01/2016	Expense		Intuit QB Payments	1099 E-File Service (Three filings)	PTA Checking	14.99	14.99
<b>Total for Accounting</b>						<b>\$14.99</b>	
<b>Total for Professional Services</b>						<b>\$14.99</b>	
<b>Website and Email</b>							
02/18/2016	Expense		Constant Contact	DEBIT PURCHASE - VISA CTC*CONSTA Download from usbank.com. CTC*CONSTANTCONT855-2295506 MA	PTA Checking	40.00	40.00
<b>Total for Website and Email</b>						<b>\$40.00</b>	
<b>Total for General and Administrative</b>						<b>\$110.31</b>	
<b>Hospitality</b>							
<b>PTA Meetings</b>							
02/11/2016	Expense		Dominos Pizza	2/9 Meeting Pizza	PTA Checking	42.90	42.90
<b>Total for PTA Meetings</b>						<b>\$42.90</b>	
<b>Teacher Acknowledgment</b>							

<b>Teachers Thank You Lunch</b>							
02/12/2016	Check	3926	Kathy Lorden	Teacher's Luncheon	PTA Checking	143.69	143.69
<b>Total for Teachers Thank You Lunch</b>						<b>\$143.69</b>	
<b>Total for Teacher Acknowledgment</b>						<b>\$143.69</b>	
<b>Total for Hospitality</b>						<b>\$186.59</b>	
<b>S.T.E.A.M. Programs</b>							
<b>S.T.E.A.M. Teachers' Salary and Educational Expenses</b>							
<b>Art Program</b>							
02/11/2016	Check	3930	Jennifer Whitney	Art Docent Expenses	PTA Checking	1,160.40	1,160.40
02/11/2016	Check	3927	Sarah Ekedal	Art to Heart	PTA Checking	530.00	1,690.40
<b>Total for Art Program</b>						<b>\$1,690.40</b>	
<b>Science Program</b>							
02/16/2016	Check	3928	Elena Banks	Science Coordinator	PTA Checking	3,450.00	3,450.00
<b>Total for Science Program</b>						<b>\$3,450.00</b>	
<b>Total for S.T.E.A.M. Teachers' Salary and Educational Expenses</b>						<b>\$5,140.40</b>	
<b>Science Enrichment</b>							
<b>Science Fair</b>							
02/12/2016	Check	3929	Cash	Science Fair Awards	PTA Checking	120.00	120.00
<b>Total for Science Fair</b>						<b>\$120.00</b>	
<b>Total for Science Enrichment</b>						<b>\$120.00</b>	
<b>Total for S.T.E.A.M. Programs</b>						<b>\$5,260.40</b>	
<b>School and Staff Support</b>							
<b>School Supplies</b>							
02/04/2016	Deposit		staples	Refund of Wassem Label Tape	PTA Checking	-39.95	-39.95
02/05/2016	Expense		Amazon.com	Ms. Ashe - 15 wired usb mouse	PTA Checking	113.25	73.30
02/08/2016	Expense		Amazon.com	Floor Lectern, Mohagany	PTA Checking	285.11	358.41
<b>Total for School Supplies</b>						<b>\$358.41</b>	
<b>Total for School and Staff Support</b>						<b>\$358.41</b>	
<b>Total for Expenses</b>						<b>\$5,976.19</b>	
<b>Net Income</b>						<b>\$ -5,808.10</b>	

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