

MONTHLY TREASURER'S REPORT

Grant School PTA
2015/2016 School Year

Balance on Hand at Beginning of Month:	[A]	\$ 131,785		
		09/01/15		
		Sep-15	YTD	Budget
Income				
Community Donations				
Annual Imagine Campaign			\$ -	\$ 53,000
Mission Hills Town Council		500	500	650
Other Community Donations		1,286		
Total Community Donations		1,786	1,786	53,650
Community Fundraiser				
AmazonSmile			93	500
Book Fair Income			-	10,000
Box Tops for Education			-	1,250
Gecko Garden Income		2,000	2,000	1,000
Grant Gala			-	30,000
Halloween Carnival Income			-	15,000
Jamba Juice Income			-	500
Jogathon Income			-	25,000
Restaurant Fundraiser			-	1,500
Script Income		254	355	1,500
Stehly Farms			-	1,500
Wine Tasting Event			-	5,000
X-mas Trees			-	750
Total Community Fundraiser		2,254	2,447	93,500
Logowear (Grant Gear)			-	2,000
PTA Membership		2,073	2,073	2,000
Total Income		\$ 6,113	\$ 6,307	\$ 151,150
Gross Profit		\$ 6,113	\$ 6,307	\$ 151,150
Expenses				
Fundraising Expenses				
Book Fair Expense			\$ -	\$ 10,000
Grant Gala Expense			-	15,000
Halloween Carnival Expense		747	2,070	12,000
Jogathon Expense			-	5,000
Wine Tasting Event			-	5,000
Total Fundraising Expenses		747	2,070	43,000
General and Administrative				
Accounting and Payment Processing Software		69	208	850
Bank Service Charges			-	250
Insurance			-	210
Marketing Expenses				
Logowear (Grant Gear)			1,479	1,500
Printed Materials and Signage		134	1,231	2,500
Total Marketing Expenses		134	2,709	4,000

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Membership Expense			-	1,050
Office Supplies		153	229	200
Payment Processing Fees			-	700
Professional Services				
Accounting			-	600
Total Professional Services		-	-	600
Taxes			-	100
Website and Email		40	120	500
Total General and Administrative		396	3,267	8,460
Hospitality				
1st School Day - Donuts		120	120	150
Back to School Class Reveal		169	169	150
Kindergarten Orientation		138	138	500
Monthly Chatio Meet & Greet			-	300
PTA Meetings		68	68	750
Safety Committee Appreciation			-	200
Summer Picnic Expense		244	244	650
Teacher Acknowledgment				
Teacher Appreciation Week Gifts			-	200
Teachers Thank You Lunch			-	700
Teachers Welcome Back Lunch		610	610	700
Total Teacher Acknowledgment		610	610	1,600
Total Hospitality		1,350	1,350	4,300
Other Programs				
Library Program		424	424	1,000
Middle School				
Academic League/ Quiz Bowl			-	180
GeoBee		100	100	125
Junior Model United Nations			-	550
Middle School Dance			-	450
Middle School Orientation		128	128	150
Middle School Promotion	[Note 1]	336	336	800
National Honor Society Membership			-	385
Spelling Bee		136	136	200
Total Middle School		700	700	2,840
Other Enrichment Programs				
Assemblies			-	3,000
School Trips			-	3,000
Subscriptions		80	1,280	12,500
Total Other Enrichment Programs		80	1,280	18,500
Total Other Programs		1,204	2,404	22,340

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		09/01/15		
			Sep-15	YTD
				Budget
S.T.E.A.M. Programs				
S.T.E.A.M. Teachers' Salary and Benefits				
Art Program		530	530	14,500
Science Program			-	36,500
Total S.T.E.A.M. Teachers' Salary and Benefits		530	530	51,000
Science Enrichment				
Family Science Night			-	1,000
Gecko Garden			-	1,500
Science Fair			-	500
Science Olympiad			-	600
Total Science Enrichment		-	-	3,600
Total S.T.E.A.M. Programs		530	530	54,600
School and Staff Support				
Associated Student Body			-	2,000
School Supplies		374	374	15,000
Teacher Discretionary Funds				
Teacher Special Request		30	30	1,000
Total Teacher Discretionary Funds		30	30	1,000
Total School and Staff Support		404	404	18,000
Total Expenses		\$ 4,630	\$ 10,024	\$ 150,700
Net Operating Income (Loss)		\$ 1,482	\$ (3,717)	\$ 450
Net Income (Loss)	[B]	\$ 1,482	\$ (3,717)	\$ 450
 Less: Previous Month's Activity				
Cleared in Current Month [Net Amour	[C]	\$ (114)		
 Add: Current Month's Activity				
Not Yet Cleared Bank [Net Amount]	[D]	\$ 2,171		
Balance on Hand at End of Month:	[=A+B+C+D]	\$ 135,324		
		09/30/15		

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.

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

Grant School PTA

PROFIT AND LOSS DETAIL

September 2015

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses							
Income							
Community Donations							
Mission Hills Town Council							
09/18/2015	Deposit			Check Memo: Teacher Day	PTA Checking	500.00	500.00
Total for Mission Hills Town Council						500.00	
Other Community Donations							
09/12/2015	Deposit			Sempra Employee designated contribution from Lianna Rios	PTA Checking	100.00	100.00
09/12/2015	Deposit			Additional donations with membership envelopes	PTA Checking	20.00	120.00
09/12/2015	Deposit			Additional donations with membership envelopes	PTA Checking	10.00	130.00
09/14/2015	Deposit		Deposit	Additional donation with PTA membership	PTA Checking	30.00	160.00
09/18/2015	Deposit			Additional donation with membership dues	PTA Checking	20.00	180.00
09/18/2015	Deposit			\$5 donation for membership	PTA Checking	5.00	185.00
09/28/2015	Deposit			Child's Created Story Fundraiser	PTA Checking	101.00	286.00
09/28/2015	Deposit			Haggen Stores Charitable Donation	PTA Checking	1,000.00	1,286.00
Total for Other Community Donations						1,286.00	
Total for Community Donations						1,786.00	
Community Fundraiser							
Gecko Garden Income							
09/12/2015	Deposit			Whole Kids Foundation (Whole Foods) for Gecko Garden	PTA Checking	2,000.00	2,000.00
Total for Gecko Garden Income						2,000.00	
Script Income							
09/03/2015	Deposit				Script Checking	123.96	123.96
09/17/2015	Deposit		script income		Script Checking	129.58	253.54
Total for Script Income						253.54	
Total for Community Fundraiser						2,253.54	
PTA Membership							
09/12/2015	Deposit			27 members	PTA Checking	270.00	270.00
09/12/2015	Deposit			27 members	PTA Checking	270.00	540.00
09/14/2015	Deposit		Deposit	15 members	PTA Checking	150.00	690.00
09/14/2015	Deposit		Deposit	16 members	PTA Checking	160.00	850.00
09/18/2015	Deposit			16 members	PTA Checking	160.00	1,010.00
09/18/2015	Deposit			5 members	PTA	50.00	1,060.00

09/28/2015	Deposit	Deposit	51 Members	Checking PTA	510.00	1,570.00
09/28/2015	Deposit	Deposit	37 Members	Checking PTA	370.00	1,940.00
09/29/2015	Deposit	PayPal	14 Memberships less PayPal Processing Fees	Checking PTA	133.24	2,073.24
Total for PTA Membership					\$2,073.24	
Total for Income					\$6,112.78	
Expenses						
Fundraising Expenses						
Halloween Carnival Expense						
09/16/2015	Expense	SD Party Rentals	Invoice #1282 - Deposit on commercial tents	Checking PTA	150.00	150.00
09/17/2015	Expense	San Diego Kids Party Rentals	Order No. O16587 - Full payment	Checking PTA	523.00	673.00
09/29/2015	Expense	Admit One Products	Order No. 195457: Wristbands and Tickets	Checking PTA	49.39	722.39
09/30/2015	Expense	Amazon.com	WebstaurantStore Purchase: Pie Pans, Order No. 15372733	Checking PTA	24.99	747.38
Total for Halloween Carnival Expense					\$747.38	
Total for Fundraising Expenses					\$747.38	
General and Administrative						
Accounting and Payment Processing Software						
09/01/2015	Expense	Intuit QB Payments		Checking PTA	19.95	19.95
09/25/2015	Expense	Intuit QB Payments	DEBIT PURCHASE - VISA INTUIT *QB Download from usbank.com. INTUIT *QB ONLIN800-286- 6800CA	Checking PTA	49.45	69.40
Total for Accounting and Payment Processing Software					\$69.40	
Marketing Expenses						
Printed Materials and Signage						
09/03/2015	Expense	Sign King	Back to school materials, order #201597	Checking PTA	46.66	46.66
09/28/2015	Check	3867 Jessica Lieder	9/22 PTA Meeting Materials	Checking PTA	14.05	60.71
09/30/2015	Expense	Sign King	PTA Vinyl Banner	Checking PTA	72.90	133.61
Total for Printed Materials and Signage					\$133.61	
Total for Marketing Expenses					\$133.61	
Office Supplies						
09/09/2015	Expense	U.S. Bank	Personal Size Business Checks with Duplicate - PTA Checking	Checking PTA	36.18	36.18
09/30/2015	Expense	Amazon.com	Officer supplies: Black Ink Cartridge	Checking PTA	38.69	74.87
09/30/2015	Expense	Amazon.com	Officer Supplies: Binders, divider tabs, sheet protectors	Checking PTA	49.22	124.09
09/30/2015	Expense	Amazon.com	Officer Supplies: Copy Paper	Checking PTA	28.48	152.57
Total for Office Supplies					\$152.57	
Website and Email						

09/18/2015	Expense		Constant Contact		PTA Checking	40.00	40.00
Total for Website and Email						\$40.00	
Total for General and Administrative						\$395.58	
Hospitality							
1st School Day - Donuts							
09/22/2015	Check	3833	Lydia Bilic	HeartWork Coffee / Muffins	PTA Checking	90.00	90.00
09/28/2015	Check	3834	Taline Tokatlian	Einstein Bros Bagels	PTA Checking	29.98	119.98
Total for 1st School Day - Donuts						\$119.98	
Back to School Class Reveal							
09/14/2015	Check	3831	Jen Cavanaugh	Party City, Dollar Tree and Costco	PTA Checking	168.99	168.99
Total for Back to School Class Reveal						\$168.99	
Kindergarten Orientation							
09/14/2015	Check	3830	Christine Sheldon	K-5 orientation: Einstein Bros Bagels: Bages, coffee	PTA Checking	137.94	137.94
Total for Kindergarten Orientation						\$137.94	
PTA Meetings							
09/30/2015	Check	3869	Steve Gillespie	Sept. 22 meeting - Domino's Pizza (10 pizzas)	PTA Checking	68.46	68.46
Total for PTA Meetings						\$68.46	
Summer Picnic Expense							
09/28/2015	Check	3834	Taline Tokatlian	Charcoal, cutlery, hot dogs/buns	PTA Checking	244.42	244.42
Total for Summer Picnic Expense						\$244.42	
Teacher Acknowledgment							
Teachers Welcome Back Lunch							
09/22/2015	Check	3832	Laurie Brennan	Lemonade Catering	PTA Checking	610.20	610.20
Total for Teachers Welcome Back Lunch						\$610.20	
Total for Teacher Acknowledgment						\$610.20	
Total for Hospitality						\$1,349.99	
Other Programs							
Library Program							
09/28/2015	Check	3835	junior library guild	Junior Library Guild: Invoice #278543; #283799	PTA Checking	395.40	395.40
09/30/2015	Check	3870	Lori Erlenbach	Books	PTA Checking	28.50	423.90
Total for Library Program						\$423.90	
Middle School							
GeoBee							
09/28/2015	Check	3866	Steve Gillespie	Geo Bee Registration	PTA Checking	100.00	100.00
Total for GeoBee						\$100.00	
Middle School Orientation							
09/14/2015	Check	3828	Daniel Sakai	Einstein Bros Bagels - bagels, pastries, coffee	PTA Checking	127.84	127.84
Total for Middle School Orientation						\$127.84	
Middle School Promotion							
09/15/2015	Deposit			Prior Fiscal Year Activity - Check #3819 should be for \$48.59. Check #3819 cleared	PTA Checking	-20.00	-20.00

				bank for \$28.59 on 6/29/15. Reconciliation Adjustments cleared bank 9/15/15 and 9/16/15			
09/16/2015	Expense			Prior Fiscal Year Activity - Check #3819 should be for \$48.59. Check #3819 cleared bank for \$28.59 on 6/29/15. Reconciliation Adjustments cleared bank 9/15/15 and 9/16/15	PTA Checking	40.00	20.00
09/28/2015	Check	3868	christine Baldwin	Prior Fiscal Year Activity - Platinum Event Rentals Invoice 26710-0 Reimbursement (Reissued to C.B.)	PTA Checking	315.90	335.90
Total for Middle School Promotion							\$335.90
Spelling Bee							
09/28/2015	Check	3866	Steve Gillespie	Spelling Bee Enrollment Fees	PTA Checking	136.00	136.00
Total for Spelling Bee							\$136.00
Total for Middle School							\$699.74
Other Enrichment Programs Subscriptions							
09/30/2015	Expense		Quizlet	4 teacher licenses (1 year): Ashe, Zizzo, Gillespie & Hernandez	PTA Checking	79.97	79.97
Total for Subscriptions							\$79.97
Total for Other Enrichment Programs							\$79.97
Total for Other Programs							\$1,203.61
S.T.E.A.M. Programs							
S.T.E.A.M. Teachers' Salary and Benefits							
Art Program							
09/14/2015	Check	3829	Sarah Ekedal	Art to Heart: September 2015	PTA Checking	530.00	530.00
Total for Art Program							\$530.00
Total for S.T.E.A.M. Teachers' Salary and Benefits							\$530.00
Total for S.T.E.A.M. Programs							\$530.00
School and Staff Support							
School Supplies							
09/08/2015	Expense		Amazon.com	Ms. Gosswiller 2nd Grade - Pens, dry erase, highlighter, pencil sharpener	PTA Checking	49.64	49.64
09/08/2015	Expense		Amazon.com	Ms. Gosswiller 2nd Grade - Teaching Alphabet	PTA Checking	18.65	68.29
09/08/2015	Expense		Amazon.com	Ms. Gosswiller 2nd Grade - Dry Erase	PTA Checking	7.56	75.85
09/08/2015	Expense		Amazon.com	Ms. Gosswiller 2nd Grade - Instructional Easel	PTA Checking	84.41	160.26
09/09/2015	Expense		Amazon.com	Ms. Gosswiller 2nd Grade - Number Line	PTA Checking	16.15	176.41
09/17/2015	Expense		Amazon.com	Ms. Bastidas - Printer 3 Year warranty	PTA Checking	7.29	183.70
09/18/2015	Expense		Amazon.com	Ms. Bastidas - HP	PTA	106.92	290.62

			Officejet 5740 Wireless ALI-In-One Inkjet Printer	Checking		
09/18/2015	Expense	Amazon.com	Ms. Bastidas - XL Tri- color Ink Cartridge	PTA Checking	41.95	332.57
09/18/2015	Expense	Amazon.com	Ms. Bastidas - XL Black Ink Cartridge	PTA Checking	41.46	374.03
Total for School Supplies					\$374.03	
Teacher Discretionary Funds						
Teacher Special Request						
09/21/2015	Expense	Amazon.com	Mr. Jakal Request - Lunch Duty Orange Safety Vests (6 hook and loop style)	PTA Checking	29.70	29.70
Total for Teacher Special Request					\$29.70	
Total for Teacher Discretionary Funds					\$29.70	
Total for School and Staff Support					\$403.73	
Total for Expenses					\$4,630.29	
Net Income					\$1,482.49	

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