

Sprague School PTO Treasurer's Report

For School Year 2008/09

June 30, 2009

Summary

The Sprague PTO had a good financial year due to the continued support of the school community and the hard work and dedication of many people. The PTO raised \$29,425 during the year through membership dues and fundraisers. With an additional \$20,000 carried forward from the Spring 2008 Auction, expenses of \$44,854 were covered.

Unrestricted Cash on Hand as of 6/30/09 was \$47,218. An additional \$4,050 in cash is for restricted use.

| | Actual | Budget | Variance |
|--|------------------------|------------------------|-----------------------|
| Income from contributions & fundraisers | 29,425 * | 20,200 * | 9,225 |
| Total Expenses | <u>44,854</u> | <u>50,880</u> | <u>(6,026)</u> |
| Net Income | <u>(15,429)</u> | <u>(30,680)</u> | <u>15,251</u> |
| Beginning Cash Balance 7/1/08, unrestricted | 62,647 | | |
| Ending Cash Balance 6/30/09, unrestricted | <u>47,218</u> | | |
| Restricted Cash: | | | |
| Ellen Cunniff Fund | 3,564 | | |
| WHJWC | <u>486</u> | | |
| | 4,050 | | |

* \$20,000 additional available from Spring 2008 auction

Cash Flow Detail

| | Actual | Budget | Variance |
|---|----------------------|----------------------|---------------------|
| INCOME | | | |
| Annual Appeal: | | | |
| Creative Arts | 300 | 2,000 | (1,700) |
| Membership Dues/Voluntary Contributions | <u>15,080</u> | <u>3,500</u> | <u>11,580</u> |
| | 15,380 | 5,500 | 9,880 |
| Interest Income | 81 | - | 81 |
| Fundraising: | | | |
| Book Fair net | 2,828 | 2,250 | 578 |
| Gift Wrap, net | 4,364 | 5,000 | (636) |
| Auction, net | (1,020) | - | (1,020) |
| Family Photo | 600 | 750 | (150) |
| Box Tops/Ink Cartridges | 1,036 | 250 | 786 |
| Holiday Cookie Walk | 4,611 | 3,500 | 1,111 |
| Wellesley Booksmith | 416 | 500 | (84) |
| Bargain Book Buy | (272) | 400 | (672) |
| Gift Cards | 339 | | 339 |
| Apparel, net | <u>(228)</u> | <u>-</u> | <u>(228)</u> |
| | 12,674 | 12,650 | 24 |
| Other Income: | | | |
| Additional Directory Sales | 290 | 50 | 240 |
| WHJWC | 1,000 | 1,000 | - |
| Coffee Pond School Picture Rebate | <u>-</u> | <u>1,000</u> | <u>(1,000)</u> |
| | 1,290 | 2,050 | (760) |
| Total Income | <u>29,425</u> | <u>20,200</u> | <u>9,225</u> |
| EXPENSES | | | |
| Administrative | | | |
| Web site | 192 | 90 | 102 |
| Constant Contact Email Service | 321 | 165 | 156 |
| Bank Fees | 264 | 50 | 214 |
| Directory | 352 | 750 | (398) |
| Newsletter Printing | 510 | 750 | (240) |
| Other | <u>322</u> | <u>500</u> | <u>(178)</u> |
| | 1,961 | 2,305 | (344) |

| | | | |
|---|-----------------|-----------------|----------------|
| Classroom & Teacher Support: | | | |
| Teachers Discretionary Fund | 6,702 | 8,625 | (1,923) |
| Principal Discretionary Fund | 1,000 | 1,000 | - |
| Field Trips | 2,664 | 4,000 | (1,336) |
| Classroom subscriptions | 429 | 400 | 29 |
| Art Supplies | 264 | 300 | (36) |
| Teacher Appreciation Lunches | 531 | 400 | 131 |
| Field Day Treats | 57 | 100 | (43) |
| Other-Teacher Classroom Proj | 333 | 200 | 133 |
| | 11,980 | 15,025 | (3,045) |
| Contributions, Dues & Gifts: | | | |
| Central Council Dues | | - | - |
| METCO Contribution | 600 | 600 | - |
| WISE Contribution | 400 | 400 | - |
| Graduation gifts to 5th Graders | 385 | 375 | 10 |
| PTO Gifts - Appreciation | - | 300 | (300) |
| PTO Gift to School | 3,487 | 3,500 | (13) |
| Other/Memorials | | 300 | (300) |
| | 4,872 | 5,475 | (603) |
| Student Enrichment: | | | |
| Creative Arts | 13,049 | 13,000 | 49 |
| Math Specialist Program | 6,000 | 6,000 | - |
| Book Nomination Program | 664 | 700 | (36) |
| Readers Breakfast | 425 | 150 | 275 |
| Library Book Budget | 2,370 | 2,600 | (230) |
| Other Enrichment | | 200 | (200) |
| | 22,508 | 22,650 | (142) |
| Parent and Community Support: | | | |
| Hospitality - PTO Meetings | | 175 | (175) |
| K-Coffee/New Family Social | 250 | 200 | 50 |
| First Day Coffee | - | 100 | (100) |
| Spelling Bee | 450 | 450 | - |
| Social Events | (322) | 1,000 | (1,322) |
| Honoraria | 500 | 700 | (200) |
| HEART Team Expenses | 93 | 100 | (7) |
| Ad in WHS Musical Playbill | - | 50 | (50) |
| Wellesley Parade | | 200 | (200) |
| Other | 8 | 150 | (142) |
| | 979 | 3,125 | (2,146) |
| Discretionary Expenses: | | | |
| Playground | 1,053 | 100 | 953 |
| Green Team | 9 | 250 | (241) |
| School Beautification | 665 | 750 | (85) |
| Fifth Grade Support | 150 | 150 | - |
| Yearbook | (650) | 250 | (900) |
| Metco Snacks | - | 100 | (100) |
| PTO Other | 1,000 | 200 | 800 |
| | 2,227 | 1,800 | 427 |
| Restricted Expenses: | | | |
| Wellesley Booksmith (Library) | 327 | 500 | (173) |
| | | | - |
| Total Expenses | 44,854 | 50,880 | (6,026) |
| Net Cash In (Out) Flow | (15,429) | (30,680) | 15,251 |

Notes

Constant Contact: This is an email based service that enables the PTO board to better connect with Sprague parents.

Principal's and Teacher's Discretionary Fund: The PTO provided \$300 to each teacher and \$1000 to the Principal to use for materials/books etc to enhance the classroom.

PTO Gift To School for 08/09: Each year the PTO Presidents decide upon a gift for the school. This year it was a projector for use in a classroom that currently does not have one.

Tax Exemption: The Sprague PTO is exempt from sales tax. Please be sure to provide our tax exempt #010-694-293 and/or certificate when purchasing any products for the PTO.