

**Scanlan Oaks PTO, Inc. Budget  
2013-2014**

**Revenue:**

<b>Fundraising Income</b>	
Box Tops	4,000.00
Dinner Nights	2,500.00
Retail Income	1,450.00
Super Express Fund/PTO Membership	50,800.00
Fun Run	65,000.00
School Store Income	4,000.00
School Supply Packs	785.00
Spirit Wear	10,000.00
<b>Total Fundraising Income</b>	<b>138,535.00</b>
<b>Yearbook Income</b>	<b>3,500.00</b>
<b>Total Revenue</b>	<b>142,035.00</b>

**Expense:**

<b>Educational Enrichment</b>	<b>70,839.10</b>
<b>Fundraising Expense</b>	
Box Tops/Dinner/Retail parties	300.00
Super Express Fund/PTO Membership	3,000.00
Fun Run	31,300.00
School Store	4,500.00
Spirit Wear	7,000.00
<b>Total Fundraising Expense</b>	<b>46,100.00</b>
<b>General Expense</b>	
Landscaping Maintenance	4,000.00
Butterfly Garden Maintenance	150.00
<b>Total General Expense</b>	<b>4,150.00</b>
<b>Management Expense</b>	
Accounting Fees	850.00
Bank Charges & Fees	
Auction Pay	995.00
Bank fees incl. returned checks/NSF	75.00
Correspondence Expense	150.00
Insurance, Liability	50.00
Miscellaneous Expense	1,000.00
Storage Fees	1,500.00
Postage & Shipping Expense	75.00
Taxes Expense	2,000.00
<b>Total Management Expense</b>	<b>6,695.00</b>

<b>School Appreciation Expense</b>	<b>10,187.50</b>
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**VIPS**

VIPS Classroom Expense	3,956.00
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VIPS volunteer Expense	3,055.00
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<b>Total VIPS Expense</b>	<b>7,011.00</b>
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<b>Yearbook &amp; Publicity Expense</b>	<b>3,352.00</b>
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<b>Total Expense</b>	<b>148,334.60</b>
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<b>Net Income/Loss</b>	<b>(6,299.60)</b>
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**Special Projects Expense**

Principal Choice	3,000.00
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Other Projects - TBD	10,000.00
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Classroom iPads	24,500.00
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<b>Total Special Projects Expense</b>	<b>37,500.00</b>
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<b>Adj. Net Income/Loss</b>	<b>(43,799.60)</b>
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**Scanlan Oaks Elementary PTO  
BUDGET DETAIL EXPLANATION  
2013-2014**

**Revenue:**

Community Fundraisers	\$ 7,950.00	(Box Tops, Dinner Nights, OneCause, Target & Tyson)
Super Express Fund/Membership	\$ 50,800.00	(Super Express Fund - Projection based on prior year)
Fun Run	\$ 65,000.00	(Registration, Sponsors, Auction, Staff/Student Outings)
School Store Income	\$ 4,000.00	(Projection based on prior year)
School Supply Packs	\$ 785.00	(Projection based on pricing and participation)
Spirit Wear	\$ 10,000.00	(Projection based on prior year)
Yearbook Income	\$ 3,500.00	(Projections based upon prior year for Yearbooks, Engraving & Expressions)

**Total Revenue** **\$ 142,035.00**

**Expense:**

Educational Enrichment	\$ 70,839.10	(Classroom set-ups, Grants, Subscriptions, Staff Requests, Field Trips, Field Day, other programs)
Community Fundraisers	\$ 300.00	(Box Tops/Dinner/Retail Top Sellers Parties)
Super Express Fund/Membership	\$ 3,000.00	(Printing/copying, envelopes, directory - Projection based on prior year)
Fun Run	\$ 31,300.00	(Auction items, Baskets & Presentations, Class Projects, Equip. Rental, Teacher Activity & Other)
School Store	\$ 4,500.00	(Projection based on prior year)
Spirit Wear	\$ 7,000.00	(Projection based on prior year)
General Expense	\$ 4,150.00	(Grounds maintenance)
Management	\$ 6,695.00	(Operating Expenses, accounting/banking fees, insurance, state sales tax)
School Appreciation	\$ 10,187.50	(Staff birthday celebration, Staff appreciation week, Family Events)
VIPS	\$ 7,011.00	(Classroom parties, VIPS luncheon, VIPS gifts, restocking VIPS supply room)
Yearbook & Publicity	\$ 3,352.00	(Printing, website maintenance fees/subscriptions)

**Total Expense** **\$ 148,334.60**

**Net Income/Loss** **\$ (6,299.60)**

**Special Projects Expense** **\$ 37,500.00** (Special One-Time Purchases/Projects not covered within Regular Operating Budget)

**Adj. Net Income/Loss** **\$ (43,799.60)**

**FUNDRAISING  
2013-2014 Budget**

**Revenue:**

**Fundraising Income:**

**Box Tops** **4,000.00**

**Dinner Nights** **2,500.00**

**Retail**

Target 1,000.00

OneCause 350.00

Tyson 50.00

Other 50.00

Total **1,450.00**

**Super Express Fund/Membership** **50,800.00**

**Family Fun Run**

Registration 25,000.00

Sponsors 18,000.00

Auction 12,000.00

Raffle 2,500.00

Staff/Student Outings 3,000.00

Carnival 4,500.00

Total **65,000.00**

**School Store** **4,000.00**

**School Supply Packs** **785.00**

**Spirit Wear** **10,000.00**

**Total Fundraising Revenue: 138,535.00**

**Expenses:**

**Fundraising Expenses:**

**Box Tops/Dinner/Retail/Parties** **300.00**

**Family Fun Run**

Auction	5,000.00
Raffle	1,500.00
Staff/Student Outings	2,000.00
Carnival	8,000.00
Race	3,500.00
Registration	11,000.00
Management/Correspondence	300.00

Total 31,300.00

**Super Express Fund/Membership** **3,000.00**

**School Store** **4,500.00**

**Spirit Wear** **7,000.00**

**Total Fundraising Expense: 46,100.00**

**VIPS  
2013-2014 Budget**

**Expense:**

<b>Holiday Party</b>	<u># Students</u>	<u>Cost Per Student</u>	<u>Cost per Grade</u>	
Kindergarten	155	1.50	232.50	
1st Grade	155	1.50	232.50	
2nd Grade	176	1.50	264.00	
3rd Grade	170	1.50	255.00	
4th Grade	185	1.50	277.50	
5th Grade	175	1.50	262.50	
	<u>1016</u>			<b>1,524.00</b>

<b>Valentine Party</b>	<u># Students</u>	<u>Cost Per Student</u>	<u>Cost per Grade</u>	
Kindergarten	155	1.50	232.50	
1st Grade	155	1.50	232.50	
2nd Grade	176	1.50	264.00	
3rd Grade	170	1.50	255.00	
4th Grade	185	1.50	277.50	
5th Grade	175	1.50	262.50	
	<u>1016</u>			<b>1,524.00</b>

<b>Express Day</b>	<u># Students</u>	<u>Cost Per Student</u>	<u>Cost per Grade</u>	
Kindergarten	155	0.50	77.50	
1st Grade	155	0.50	77.50	
2nd Grade	176	0.50	88.00	
3rd Grade	170	0.50	85.00	
4th Grade	185	0.50	92.50	
5th Grade	175	0.50	87.50	
	<u>1016</u>			<b>508.00</b>

**2nd Grade Craft Day** **400.00**

**Total Classroom Expenses: 3,956.00**

<b>VIPS of the Month</b>	<u># Months</u>	<u>Monthly Amount</u>	
	10	25.00	<b>250.00</b>

**VIPS of the Year** **55.00**

**VIPS Luncheon** **200.00**

**Honoring Gifts - Flowers, Cards** **150.00**

Re-Stock Supply Room	1,800.00
Equipment Maintenance	500.00
Miscellaneous	<u>100.00</u>
<b>Total VIPS Expenses:</b>	<b><u>3,055.00</u></b>
<b>Total Classroom &amp; VIPS Expenses:</b>	<b><u>7,011.00</u></b>

**EDUCATIONAL ENRICHMENT  
2013-2014 Budget**

**Expenses:**

**Classroom Set Up and Supplies:**

**Blue Daily Folders**

Kindergarten	250.00	
1st Grade	250.00	
2nd Grade	250.00	
	<u>750.00</u>	<b>750.00</b>
Total		

**Digital Subscriptions**

(Preferably for Smart Boards)

Kindergarten	1000.00	
1st Grade	1000.00	
2nd Grade	1000.00	
3rd Grade	1000.00	
4th Grade	1000.00	
5th Grade	1000.00	
	<u>6000.00</u>	<b>6,000.00</b>
Total		

**Teacher's Choice**

(Teacher reimbursement for current year)

<u># Teachers</u>	<u>Amount</u>	<u>Reimb Factor</u>	
75	200.00	68%	<b>10,200.00</b>

**Staff Requests**

P.E.	1100.00	
Art	1000.00	
Music	1000.00	
Library	800.00	
Computer	0.00	
Math	400.00	
Reading Spec.	800.00	
Resource	900.00	
Science	1000.00	
ESL	200.00	
PPCD	0.00	
Speech	200.00	
Nurse	400.00	
	<u>7800.00</u>	<b>7,800.00</b>
Total		

**Reading Recovery (1st Grade Program Only) 1,500.00**

**Guided Reading Books (replacement book sets) 1,000.00**

**EE Grants/Principal's Choice**

(Proposals to be approved by principal)



Kindergarten	1000.00	
1st Grade	750.00	
2nd Grade	750.00	
3rd Grade	750.00	
4th Grade	750.00	
5th Grade	750.00	
Total	<u>4750.00</u>	<b>4,750.00</b>

**Classroom Supplies - Next School Year (2014-2015)**

(These supplies will be chosen by the EE Coordinators and Lead Teachers)

	<u># Students</u>	<u>Cost Per Student</u>	<u>Total Cost</u>	
Kindergarten	155	9.00	1395.00	
1st Grade	155	6.50	1007.50	
2nd Grade	176	6.50	1144.00	
3rd Grade	170	6.50	1105.00	
4th Grade	185	6.50	1202.50	
5th Grade	175	6.50	1137.50	
(Incl.PPCD, speech & vision impaired)				
	<u>1016</u>		<u>6,991.50</u>	<b>6,991.50</b>

**Total Classroom Set Up and Supplies Expense: 38,991.50**

**Class Field Trips:**

	<u># of Students</u>	<u># of Teachers</u>	<u>Cost Per Person</u>	
Kindergarten	155	7	7.00	1,134.00
1st Grade	155	8	7.25	1,181.75
2nd Grade	176	8	7.50	1,380.00
3rd Grade	170	8	8.00	1,424.00
4th Grade	185	9	7.25	1,406.50
5th Grade	175	8	9.00	1,647.00
(Incl.PPCD, speech & vision impaired)				
	<u>1016</u>	<u>48</u>		<u>8,173.25</u>

**Total Class Field Trips Expense: 8,173.25**

**EE Special Events:**

<b>Math &amp; Science Night</b>	<b>3,750.00</b>
<b>Reading &amp; Writing Night</b>	<b>2,750.00</b>
<b>Visiting Troops</b>	<b>3,200.00</b>
<b>Texas Day Program (4th grade)</b>	<b>500.00</b>
<b>Grade-Level Assemblies/In-House Field Trips</b>	
Kindergarten	300.00
1st Grade	650.00
2nd Grade	385.00
3rd Grade	385.00

4th Grade	385.00	
5th Grade	<u>770.00</u>	
Total	<b>2875.00</b>	<b>2,875.00</b>

**Field Day**

	<b><u># Students</u></b>	<b><u>Cost Per Student</u></b>	
	1016	3.50	<b>3,556.00</b>

**Total EE Special Events Expense: 16,631.00**

**5th Grade Promotion:**

**1,500.00**

	<b><u># Students</u></b>	<b><u># Teachers</u></b>	<b><u>Cost per Person</u></b>	
T-shirts	175	8	6.50	<b>1,189.50</b>
Promotion Party	175	8	10.95	<b>2,003.85</b>

**Total 5th Grade Promotion Expense: 3,193.35**

**Other Educational Needs:**

Recorders	2000.00
Equations League	150.00
Miscellaneous	800.00
Walmart Card (for principal)	500.00
Special Ed./Parent Support	<u>400.00</u>
Total	<b>3850.00</b>

**Total Other Educational Needs: 3,850.00**

**Total Educational Enrichment Expense: 70,839.10**

**OTHER  
2013-2014 Budget**

**Expenses:**

**General Expenses:**

Landscaping Maintenance	4,000.00
Butterfly Garden Maintenance	<u>150.00</u>

**Total General Expense: 4,150.00**

**Management Expenses:**

Accounting Fees	850.00
Bank Charges & Fees	
Auction Pay	995.00
Bank fees incl. returned checks/NSF	75.00
Correspondence/Stationary	150.00
Insurance	50.00
Miscellaneous	1,000.00
Storage Fees	1,500.00
Postage Shipping	75.00
Sales Tax	<u>2,000.00</u>

**Total Management Expenses: 6,695.00**

**Total Other Expenses: 10,845.00**

**SCHOOL APPRECIATION  
2013-2014 Budget**

**Expense:**

(Based on 85 staff members)

**Staff Birthday Celebration** **500.00**

**Staff Appreciation Week**

Breakfast	525.00
Luncheon	850.00
Gift	1,050.00
Supplies	262.50
Activities	525.00

Total	<u>3,212.50</u>	<b>3,212.50</b>
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**Paper Goods & Supplies** **450.00**

**Teachers Planning Luncheon** **700.00**

**Support Staff Gifts** **225.00**

**Family Events** **4,500.00**

**Miscellaneous** **600.00**

**Total Staff Appreciation Expense:** **10,187.50**

**YEARBOOK & PUBLICITY  
2013-2014 Budget**

**Revenue:**

**Yearbook Sales (75 @ \$40 each)**

Books	75	
Price	\$ 40.00	\$ 3,000.00

**Expressions**

# of Expressions	50	
Price	\$ 10.00	<u>\$ 500.00</u>

**Total Revenue:** **3,500.00**

**Expenses:**

**Yearbook:**

**Yearbook Printing (75 books @ \$28.50)**

Books	75	
Price	\$ 28.50	\$ 2,138.00

QR Codes		\$ 160.00
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Miscellaneous		<u>\$ 250.00</u>
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**Total Yearbook Expense:** **2,548.00**

**Publicity:**

Homestead (\$37 X 12 months)	\$ 444.00
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Constant Contact Web Program Fees (\$30 X 12 months)	<u>\$ 360.00</u>
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**Total Publicity Expense:** **804.00**

**Total Yearbook and Publicity Expense:** **3,352.00**

**SPECIAL PROJECTS  
2013-2014 Budget**

**Expenses:**

**Special Projects**

Classroom iPads (w/cases, warranty, cart)	<b>24,500.00</b>
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**Principal's Choice**

Staff Development	<b>3,000.00</b>
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**Other Projects - TBD**

**10,000.00**

**Total Special Projects Expense:**

**37,500.00**