

2011/2012 KPTO Budget

2011-09-14

This document describes the 2011-2012 KPTO budget, as approved by the membership at the first KPTO meeting on September 14th, 2011. This is a copy of the document discussed and approved at the meeting. Please note that some of the wording indicates “current” and indicates “current” relative to this approval date.

1 Income

1.1 Incoming Funding Sources

The following table describes the money currently available to the KPTO. Please note that some of this is already intended to be spent in specific ways, as will be explained further below.

Source	Amount
Last Year’s Ending Bank Balance	47425
Membership Funding (159) people	4055
Total	51480

2 Projected Expenditures

The following sections outline the expenditures budget for the coming year.

2.1 General Fund Expenditures

2.1.1 Student-direct Educational Expenditures

The following table shows budget items that will be spent directly on educational-related activities. IE, will have a direct impact on our children and their time spent here at our school.

Description	Amount
Classroom Grants ¹	8220
Wing Grants ²	1000
Enrichment Programming	2000
Walker Creek	1000
Library Donation ³	1000
Evening Educational Event	700
Safety Club	600
Running Club	125
Student Council	75
Computer Lab ⁴	600
Science Classroom	1000
Oral Language Fair	150
Playworks Training	500
School Assemblies	1000
Total	17970

¹ This amounts to \$15/child per class

² \$200/wing to be used for PE, other grade-wide equipment

³ This is addition to other larger direct funding from the book fair which typically amounts to roughly \$3000/yr.

⁴ Note: Additional money is identified below in the “Directly Funded Expenditures” section.

2.1.2 KPTO Activities and Events

The following table shows budget items that will be spent on KPTO activities and items throughout the year. Note: later sections provide a more detailed budget breakdown of items marked with (*).

Description	Amount
Asian Pacific Festival (*)	3000
Silent Auction (*)	1540
Garden and Grounds (*)	2850
Welcome Back Family Picnic	350
Book Fair	200
Korematsu Day Evening Event	100
Total	8040

2.1.3 Operating Expenditures

The following table shows the expected operating costs of the KPTO.

Description	Amount
Paper, printing and copying	2000
Hospitality	800
Fundraising Incentives	150
Filing Fees	255
Supplies	200
Kindergarten Registration	100
Parent Education Committee Donation	100
Merchant & Bank Fees	60
Postage	65
Total	3730

2.2 Directly Funded Expenditures

The following table describes money that has already been allocated toward specific items. The KPTO operates as a funding channel for various school projects and for collecting money raised for particular tasks. These totals are **not** included in other line items found above or elsewhere in this document.

Goes To	Amount	Funding Source
6th Grade Funds	8306	Walker Creek/6th-Grade Fundraising
Computer Lab	404	Carry over from previous years
Reading Night	800	Evening Reading Program Grant
Music Donation	500	Anonymous Donor
T-Shirt Sales	20	2011/2012 orders already deposited
Garden	1305	Garden Bricks, Plant Sales, Carry Over
Total	11335	

⁴ this amounts to around 43 cents a child

2.3 Future Spending

The following table shows money that we do not necessarily expect to spend this year. It is being saved so we can accomplish longer term goals. E.G., the computers in the computer lab will need to be replaced within 2 years, which is expected to cost roughly \$35,000.

Description	Amount
Previous Year's "Computer Lab Upgrade Savings"	4000
This Years Savings Plan	5190
Spending Reserve ⁵	500
Total	9690

⁵ This is a "just in case" reserve in case more funding is needed for particular items that are expected to go over budget or new unforeseen items that may come up. The KPTO bylaws state that any expenditures over \$150 must first be brought back to the PTO for approval.

2.4 Next Year Startup

These items are intended to be spent by next year's board in advance of a budget approval for items that must be purchased prior to the passing of an initial budget. (This year started with a similar amount allocated by last years budget).

Description	Amount
Insurance	425
QuickBooks	130
Hospitality: Welcome Back Coffee	60
Paper Parade and Startup Paperwork	100
Total	715

3 Grand Total

This table summarizes all of the above categories and is the "big picture" of this years budget.

Description	Amount
Educational Programming	17970
KPTO Activities and Events	8040
Directly Funded	11335
Operating Expenses	3730
Saving Plan	9690
Pre-budgeting for Next Year	715
Total 2010/2011 Budget:	51480

And the result, when compared against the "incoming funding sources" listed in the first section:

Spending Money	51480
Budgeted Expenses	51480
Delta	0

A positive delta is good: it indicates we're not spending more money than we have.

4 Detailed Expenditures

The following tables describe breakdowns of expected expenditures for the "big ticket" items this year.

4.1 Asian Pacific Festival

Description	Amount
Stage Rental	800
Entertainment	850
Prizes	500
Other	350
Clown	300
Snow-cone rental	100
Popcorn rental	100
Total	3000

4.2 Silent Auction

Description	Amount
Printing	600
Class Art Projects ¹	840
Supplies	100
Total	1540

¹ Amounts to \$40/class

4.3 Garden and Grounds

Description	Amount
Cherry Tree Project	1350
Nutrition Education Carts	500
Deck Maintenance	125
Soil amendment	200
Mulch	300
Vermi-compost enclosure	150
Plants	225
Total	2850

Other expected expenditures from the garden-specific fund-raising efforts. *Note: these numbers are from memory based on a verbal discussion with Marc and are only really rough approximates.*

Description	Amount
Classroom Plant Seed Kits	200
Safety Steps	200
Near-playground Build-out	100
Total	500

5 Other requests

The following requests or ideas for the PTO are not in the above spending plan. Funds need to be reallocated or obtained if we wish to incorporate them.

Description	Amount
Computer Lab Replacement	50000
Shade Structure	30000
Total	80000