

BUDGET AS OF April 30, 2019

<u>Income - Fundraising</u>	<u>Budget</u>	<u>Actual</u>	<u>Expected Remaining</u>	<u>Variance</u>	<u>Notes</u>
Dues and Donations	9,000.00	11,228.30	(2,228.30)	0.00	
Fall Fun Run	7,500.00	12,228.00	(4,728.00)	0.00	
PTO Thrift Shop	1,500.00	1,213.58	286.42	0.00	
Additional Fund Raising	1,500.00	936.02	563.98	0.00	
Box Tops	700.00	399.60	300.40	0.00	
Fall Social	1,000.00	1,630.75	(630.75)	0.00	
Basket Raffle and Carnival	3,500.00	0.00	3,500.00	0.00	
Book Fair/Literacy Earnings	1,260.04	1,250.00	10.04	0.00	
Sub-Total Active Fundraising	25,960.04	28,886.25	(2,926.21)	0.00	
<u>Income - Merchant Fundraising</u>					
Kroger	1,500.00	995.65	504.35	0.00	
Busch's	400.00	288.50	111.50	0.00	
Sub-Total Passive Fundraising	1,900.00	1,284.15	615.85	0.00	
Spend from Balance	7,752.60	1,618.48	6,134.12	-	
Total Income	35,612.64	31,788.88	3,823.76	-	
<u>Expense - PTO Activities</u>					
Art Fair	(100.00)	0.00	(100.00)	0.00	
Science Fair	(300.00)	0.00	(300.00)	0.00	
Academic Games	(175.00)	(244.22)	69.22	0.00	
Art Card Printing	(400.00)	0.00	(400.00)	0.00	
Art Room Consumables	(1,000.00)	1,000.00	0.00	0.00	
Beautification	(400.00)	0.00	(400.00)	0.00	
Beth Trossen Student Council Fund	(200.00)	(63.60)	(136.40)	0.00	
Book Drive	150.00	0.00	(150.00)	0.00	
Book Fair Money/literacy	(1,590.44)	160.00	(1,430.44)	0.00	
Assemblies, presentations, academic enrichment	(4,500.00)	4,210.00	(290.00)	0.00	
Capital Expense Fund	(426.58)	0.00	(426.58)	0.00	
Carnival	(1,500.00)	0.00	(1,500.00)	0.00	
Directory Printing	(300.00)	(179.55)	(120.45)	0.00	
Disability Awareness	(525.00)	(503.65)	(21.35)	0.00	
Fall Social	(900.00)	(840.84)	(59.16)	0.00	
Field Day	(125.00)	0.00	(125.00)	0.00	
Field Trips and transportation	(7,000.00)	3,329.81	(3,670.19)	0.00	
Fifth Grade Planner/Lock Fund	(350.00)	275.29	(74.71)	0.00	
Flag Fund	(100.00)	(69.00)	(31.00)	0.00	
Fun Run	(750.00)	(499.00)	(251.00)	0.00	
Grant Program	(1,035.62)	(6,285.96)	5,250.34	0.00	
Harold Logan Fund	(200.00)	(200.00)	0.00	0.00	
Heritage Night	(100.00)	(45.95)	(54.05)	0.00	
Hospitality	(700.00)	(680.89)	(19.11)	0.00	
Liability Insurance	(700.00)	(594.00)	(106.00)	0.00	
Library	(500.00)	0.00	(500.00)	0.00	
Noon hour supplies	(75.00)	(80.71)	5.71	0.00	
Paper Products For Events	(250.00)	(70.24)	(179.76)	0.00	
PTSO Council	(60.00)	(50.00)	(10.00)	0.00	
Razz Kids	(900.00)	0.00	(900.00)	0.00	
Safety Patrol/Traffic	(100.00)	0.00	(100.00)	0.00	
Science Olympiad	(300.00)	(175.00)	(125.00)	0.00	
Scholastic Newsletter	(600.00)	(608.59)	8.59	0.00	
Special Purchases for music, gym and art	(750.00)	(30.99)	(719.01)	0.00	
Staff Appreciation	(700.00)	(700.00)	0.00	0.00	
State/License Fees	(100.00)	(20.00)	(80.00)	0.00	
Talent Show	(50.00)	144.10	(194.10)	0.00	
Teacher Vouchers	(6,500.00)	3,360.74	(3,139.26)	0.00	
Time for Kids	(1,100.00)	1,121.01	21.01	0.00	
Xeroxing/paper/PTSO supplies	(100.00)	(70.49)	(29.51)	0.00	
Total Expenses	(35,612.64)	(25,325.43)	(10,287.21)	0.00	
Net Income (Loss)	(35,612.64)	(25,325.43)	(10,287.21)	0.00	
A					
Includes Spirit Wear, Food Fundraising, and possible new events					
Notes: \$8000 Reserve Fund					

2019 Carnival Budget

FOOD ITEMS	Estimate	Actual
Pizza	\$275.00	
Popsicles (Washtenaw Dairy Patriot pops 360)	\$100.00	
Juice	\$80.00	
Water	\$30.00	
FOOD EXPENSES	\$485.00	

	Estimate	Actual
TOTAL EXPENSES	\$1,435.00	

Carnival Budget	\$1,500.00
Estimated Balance Left	\$65.00

OTHER ITEMS	Estimate	Actual
Table Rentals (A1 rental)	\$195.00	
Prizes	\$250.00	
Balloon Artist	\$170.00	
Face Painting materials	\$45.00	
Game Parts	\$50.00	
Decorations (Balloons, table cloth)	\$55.00	
Lanyards	\$60.00	
Basket Raffle (basket wrapping materials, filler items)	\$125.00	
Silent Auction		
OTHER EXPENSES	\$950.00	

Tent and Megaphone Proposal

Carnival Chairs are proposing the purchase of the following items below:

~ Megaphone Speakers (2)- Can be used during all social events. This will help with outdoor and indoor communication to students and families throughout the event.

~ IOXIO Tents (5)- Can be used for all social events. The tents would serve as focal points and used for shade/rain for outdoor events. For example: ticket sales, face painting, prize station, back to school events, Fun Run etc...

Total of all items- \$453.39 (not including tax)



Pyle Megaphone Speaker PA Bullhorn with Built-in Siren - 50 Watts Adjustable Volume Control and 1200 Yard Range - Ideal for Football, Soccer, Baseball, Hockey and Basketball Cheerleading Fans and Coaches or for Safety Drills (PMP52BT)

by Pyle
★★★★☆ ~ 47 customer reviews
| 10 answered questions

List Price: \$74.99
Price: \$51.72 ✓prime
FREE One-Day Pickup. Details
You Save: \$23.27 (31%)

Thank you for being a Prime member. Get \$70 off instantly. Pay \$0.00 upon approval for the Amazon Prime Rewards Visa Card. No annual fee.



Leisurelife Waterproof 10'x10' Pop Up Canopy Tent with Side-Outdoor Folding Commercial Gazebo Party Tent Blue

by Leisurelife
★★★★☆ ~ 8 customer reviews
| 4 answered questions

Price: \$69.99 ✓prime

Thank you for being a Prime member. Get \$70 off instantly. Pay \$0.00 upon approval for the Amazon Prime Rewards Visa Card. No annual fee.

Color: Blue



Price: \$69.99

Logan Elementary School PTSO

Report and Recommendations from the 2019-20 Goals Meeting

Purpose: The Goals Committee met on Wednesday, March 13, 2019 to determine and set priorities for both short and long-term goals to provide for continued development, growth and improvement of Logan Elementary PTSO.

Committee Members in Attendance: Susie Guest, Will Wright, Kerri Randall, Jen Stieve-Swarup, Christina Shinsky, Tierra Jackson, Danielle Isaac, Lily Guzman, Pamela Fine

Agenda: The Committee reviewed the 2018-19 goals and discussed achievements, goals in process and general feedback from Logan PTSO membership. Based on this review, key objectives were listed for 2019-20 along with a variety of items to improve on or continue going forward.

Key Goals and Continual Improvement Recommendations:

1. Continue to utilize a budget that accurately reflects the needs and wants of the school.
2. Continue to utilize a comprehensive plan for fundraising while considering The changing needs of the PTSO.
3. Continue to schedule a representative from the Logan PTSO Executive Board (i.e. President, Treasurer) to attend and/or provide updates for the Logan staff meeting. Meeting attendance will be scheduled via Will for the beginning and end of the year (September and April) to continue consistent communication and share budget updates.
4. Continue with the successful welcome activities, i.e. New Family Tour & Popsicles with the Principal, with dates continued to be communicated early.
5. Continue to utilize the Logan PTSO website with timely updates, social media integration and online volunteer sign-up (i.e. best practice of utilizing Sign Up Genius). Streamline communication efforts by moving the Webmaster position as reporting to or owned by VP of Communication.
6. Continue to improve on succession planning for Officer & Chair roles by moving all roles to a two-year commitment, encouraging co-chairs and broadly publicizing nomination process.
7. Continued support of classroom teachers through the teacher vouchers and mini-grants. Send reminders to utilize the vouchers via updated

communication for an earlier deadline (i.e. April) so any surplus can be distributed to teachers who submitted receipts over the limit. Define exact ability to support mini-grants by end of the year.

8. Continued support and coordination of the enrichment programs including bringing groups to Logan as well as helping to fund field trips. Align funding for field trip transportation based on 2018-19 actual spend.
9. Continue to focus on increasing Volunteer Recruitment, including continued engagement of Room Parents to encourage sign-up. Provide a 'volunteer overview' at first PTSO meeting, followed by volunteer sign-ups via first day packets.
10. Create an additional book fair with the proceeds directly supporting the Logan Library.
11. Increase opportunities to participate in the Science Fair by funding poster boards for the Science Fair. Possibly fund poster boards for one grade (i.e. 5th grade) or, funding dependent, any student who wants to participate.
12. Develop a plan for longer term fundraising for capital campaigns (i.e. Rock Wall) that does not move the focus away from current dues/donations. Develop a shortlist of local business for in-kind donations.

These goals and recommendations are submitted to the Logan PTSO for review and incorporation into the planning process for the 2019-2020 school year.

Respectfully submitted,

Pamela Fine

Bylaws & Goals Coordinator, Logan PTSO, May 2019

2019/2020 LOGAN ELEMENTARY PTO OFFICERS & CHAIRS			
Position	Currently Held by	Continuing in 2019/20?	Nomination
Officers			
President	Susie Guest	Yes	Happy to continue unless there are other volunteers.
Vice President of Communications	Katie Pecoraro	No, moving to middle school	OPEN
Treasurer	Kerri Randall	Yes	Happy to continue unless there are other volunteers.
Secretary	Aron Butler	Yes	
Fundraising Chair	Christina Shinsky	Yes	Yes, but seeking a co-chair.
Fundraising Co-Chair	New		OPEN
Academic Coordinator	Sarah Jenkins	Yes	Happy to continue unless there are other volunteers.
PTO Council Representative	Rebecca Lazarus	No	OPEN
Webmaster	Rebecca Lazarus	No	OPEN
Committee Chairs			
AAPAC Representative	Danielle Issac	Yes	
Art & Book Fair	Lily Guzman	Yes	
Beautification	Carlos Brito & Rosalba Torres	Yes	
Book Fair	Sarah Jenkins & Christy Landefeld	Sarah continuing, Jen taking over as co-chair.	Jen Swarup as co-chair.
Box Tops	Karen Wasco	Yes	
Bylaws & Goals Coordinator	Pamela Fine	Yes	Happy to continue or take on new role.
Directory Coordinator	Rebecca Lazarus	No	OPEN
Disability Awareness Workshop	Virginia Allen and Jisun Sukphrahiute	Yes	Question - do we need another rep from 4th grade?
Food Fundraiser & Grocery	Robyn Schmier	No, moving to middle school.	
Hospitality & NAAPID	April Weber	Yes	Laura Emmer
Library Book Fair	New		
Picture Day Coordinator	Jen Swerup	Yes	Eleanor N.Z. interested in co-chairing.
PTO Thrift Shop	Stacy Tiburzi	No	OPEN
Room Parent Liaison	Tanya Whelan	Awaiting response.	
Science Fair	Dave Randall	Awaiting response.	
Sign Coordinator	Lily Guzman	No.	OPEN
Spirit Wear	Robyn Schmier	No.	
Volunteer Coordinator	Christy Landefeld	Awaiting response.	
Science Olympiad Chair	Tierra Jackson	Awaiting response.	
Social Events Coordinator	Tanya Whelan & Tierra Jackson	Awaiting response.	
Yearbook	Rosi Torres	Yes	Eleanor N.Z. interested in co-chairing.

Summary	COMPLETED
VP of Communications	President
Fundraising Co-Chair	Fundraising Chair
PTO Council Representative	Academic Coordinator

Proposed PTSO Budget 2019-2020

<u>Income - Fundraising</u>	<u>Budget</u>	
Dues and Donations	10,000.00	
Fall Fun Run	12,000.00	increased from \$7500, \$12,000 profit 18-19
PTO Thrift Shop	1,500.00	
Additional Fund Raising	1,500.00	
Box Tops	700.00	
Fall Social	1,000.00	
Basket Raffle and Carnival	3,500.00	
Book Fair/Literacy Earnings	1,250.00	based on 2018-19 earnings
Sub-Total Active Fundraising	31,450.00	
<u>Income - Merchant Fundraising</u>		
Kroger	1,500.00	
Busch's	400.00	
Sub-Total Passive Fundraising	1,900.00	
Spend from Balance	7,011.58	
<u>Total Income</u>	<u>40,361.58</u>	
<u>Expense - PTO Activities</u>		
Art Fair	100.00	
Science Fair	300.00	Left at \$300 based on requests from this year
Academic Games	225.00	Increased to \$50 to account for awards/incidentals
Art Card Printing	400.00	Leave for this year?
Art Room Consumables	1,000.00	
Beautification	400.00	
Beth Trossen Student Council Fund	200.00	
Book Drive	1,150.00	
Book Fair Money/literacy	250.00	Will be based on \$1250 profit + unspent from 2018-19
Assemblies, presentations, academic enrichment	500.00	Increased \$1000 based on academic coordinator feedback
Capital Expense Fund	1,426.58	Increase?
Carnival	1,500.00	
Directory Printing	1,200.00	Decreased \$100 due to 2018-19 fee
Disability Awareness	1,525.00	
Fall Social	1,900.00	
Field Day	125.00	
Field Trips and transportation	18,000.00	Increase \$1000
Fifth Grade Planner/Lock Fund	350.00	
Flag Fund	1,100.00	
Fun Run	1,750.00	
Grant Program	15,000.00	Increased to \$5000 based on expenditures
Harold Logan Fund	200.00	
Heritage Night	1,150.00	Increased \$50 but may need more
Hospitality	1,700.00	Kept at increase from 18/19
Liability Insurance	1,700.00	
Library	500.00	
Noon hour supplies	1,100.00	Increased \$25
Paper Products For Events	250.00	
PTSO Council	160.00	
Razz Kids	0.00	Remove as line item from budget
Safety Patrol/Traffic	100.00	
Science Olympiad	1,300.00	
Scholastic Newsletter	600.00	
Special Purchases for music, gym and art	1,750.00	
Staff Appreciation	1,700.00	Kept at 2018/19 increase
State/License Fees	1,100.00	
Talent Show	150.00	
Teacher Vouchers	16,500.00	Consider increase to \$300 voucher? If yes up to \$7500
Time for Kids	1,100.00	
Xeroxing/paper/PTSO supplies	100.00	
Total Expenses	(40,361.58)	
<u>Net Income (Loss)</u>	<u>(40,361.58)</u>	

A

Includes Spirit Wear, Food Fundraising, and possible new events

Notes: \$6000 Reserve Fund