

BUDGET COMMITTEE RECOMMENDATIONS

Based on the review of the proposed budget, the Budget Committee identified the following issues for further discussion by the PTA membership.

Issue	Budget Committee Recommendation	Questions for PTA Membership
<p>The budget format should be reorganized to: 1) more clearly connect line items to PTA goals and objectives, 2) better delineate between income and expenses and 3) organize income and expenses by program area and identify fixed versus variable costs</p>	<p>The budget committee is proposing a revised format. See following pages.</p>	<p>Does this format make sense? Is there any priorities that are missing or should be revised?</p>
<p>The PTA needs to establish a dollar amount target to fund priority areas.</p>	<p>The budget committee recommends \$30,000.</p>	<p>Do you agree with this target number? Should it be higher or lower?</p>
<p>The PTA needs to evaluate the current fundraising activities and determine the preferred approach to reach the funding target.</p>	<p>The budget committee recommends the PTA divide the fundraising events versus community building/social events.</p>	<p>Which events will be primarily community building versus fundraising? Where does Wheel-a-thon and Winter Dance fit in?</p>
<p>Given the proposed budget has a net loss and has additional variability for income from events estimated in the budget, the PTA needs to further refine the fundraising strategy.</p>	<p>The budget committee recommends the PTA consider doing a large fundraising event in the spring to reach the target number. One suggestion is make the winter dance community building event and move the silent auction portion to a spring event that is focused on fundraising. The timing is ripe, given Boones did their auction last year, and agreed to do auctions on alternating years.</p>	<p>Does the PTA support doing a large fundraiser in the spring? What types of fundraisers should we consider?</p>
<p>The budget will need to be revised to reflect the decisions made based on the discussion of the above issues.</p>	<p>Revise income and expenses based on the discussion.</p>	<p>Which line items need to be revised?</p>
<p>The PTA needs to establish a budget cycle and timeline for planning and adoption each year.</p>	<p>The budget committee recommends the budget cycle outlined in the worksheet with a call out starting in spring and adopted budget by June of each year.</p> <p>The committee also recommends that the PTA allows for mid-year funding proposals that may be in the adopted budget, but may be considered and approved during the year by the PTA. A separate line item for funding may designated for these projects. The budget committee recommends a \$1500 special projects line item for midyear proposals</p>	<p>Do you agree with the budget cycle and timeline?</p> <p>Do you think mid-year funding proposals should be included? If so, what should the dollar amount be?</p>

Lowrie Primary PTA

2013-2014 Proposed Budget

BUDGET SUMMARY

EXPENSES	
Operating budget	\$3,201.00
FY 13-14 Carryover	\$6,000.00
Vendor orders and payments	\$0.00
Priority programs	\$13,200.00
Fundraising	\$1,760.00
TOTAL	\$24,161.00

INCOME AND REVENUE	BUDGET
Carryover FY 12-13	\$7,352.19
Membership dues (net)	\$58.00
Fundraising	\$8,500.00
Community events	\$4,500.00
Total	\$20,410.19

NET INCOME (LOSS)	(\$3,750.81)
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EXPENSES

OPERATING BUDGET	CATEGORY-LINE ITEM	FIXED	Variable
Financial management	Bank charges	\$51.00	
	Accounting software	\$150.00	
	Tax preparation	\$400.00	
	Filing fees	\$200.00	
Administrative	Insurance	\$250.00	
	Postage	\$50.00	
	Discretionary		\$800.00
	Meeting expenses	\$800.00	
	Training and conferences		\$500.00
SUBTOTALS:		\$1,901.00	\$1,300.00
TOTAL:		\$3,201.00	

Carryover	CATEGORY-LINE ITEM	FIXED	
Carryover FY 13-14	FY 13-14 carryover	\$6,000.00	
TOTAL:		\$6,000.00	

VENDOR ORDER AND PAYMENTS	CATEGORY-LINE ITEM	INCOME	EXPENSE
Spirit wear	Orders	\$1,500.00	
	Vendor payment		\$1,500.00
Yearbook	Yearbook orders	\$2,016.00	
	Yearbook vendor payment		\$2,016.00
SUBTOTALS:		\$3,516.00	\$3,516.00
NET TOTAL:		\$0.00	

FUNDRAISING	CATEGORY	LINE ITEM	FIXED	VARIABLE
Events	Fall fundraising event	Benefit concert	\$160.00	
	Spring fundraising event	Wheel-a-thon?	\$1,000.00	
Marketing	Media and marketing committee	Printing materials and supplies	\$600.00	
SUBTOTALS:			\$1,760.00	\$0.00
TOTAL:			\$1,760.00	

EXPENSES (continued)

PRIORITY PROGRAM AREAS	CATEGORY	LINE ITEM	FIXED	VARIABLE
Student Enrichment	Arts in Education	Artist in residence	\$2,000.00	
	Science & Nature in Education	Garden supplies	\$100.00	
	Technology in Education			
	Culture & Music			
	Health & Wellness			
Teacher and Classroom Support	Grant program	Grade level grants	\$4,200.00	
		Discretionary school councilor fund	\$250.00	
	Equipment and Supplies	Headphones		\$3,750.00
Family Engagement	Parent Education	Speaker fee and supplies	\$800.00	
Community Building	School social events	Carnival supplies	\$600.00	
		Winter dance supplies	\$1,000.00	
		Hospitality committee	\$250.00	
	Parent community building	Watch dogs	\$150.00	
	Family support	Clackamas Clothes Closet	\$100.00	
Service Opportunities				
Special projects	Mid-year funding proposals			\$1,500.00
SUBTOTALS:			\$9,450.00	\$3,750.00
TOTAL:			\$13,200.00	

INCOME AND REVENUE

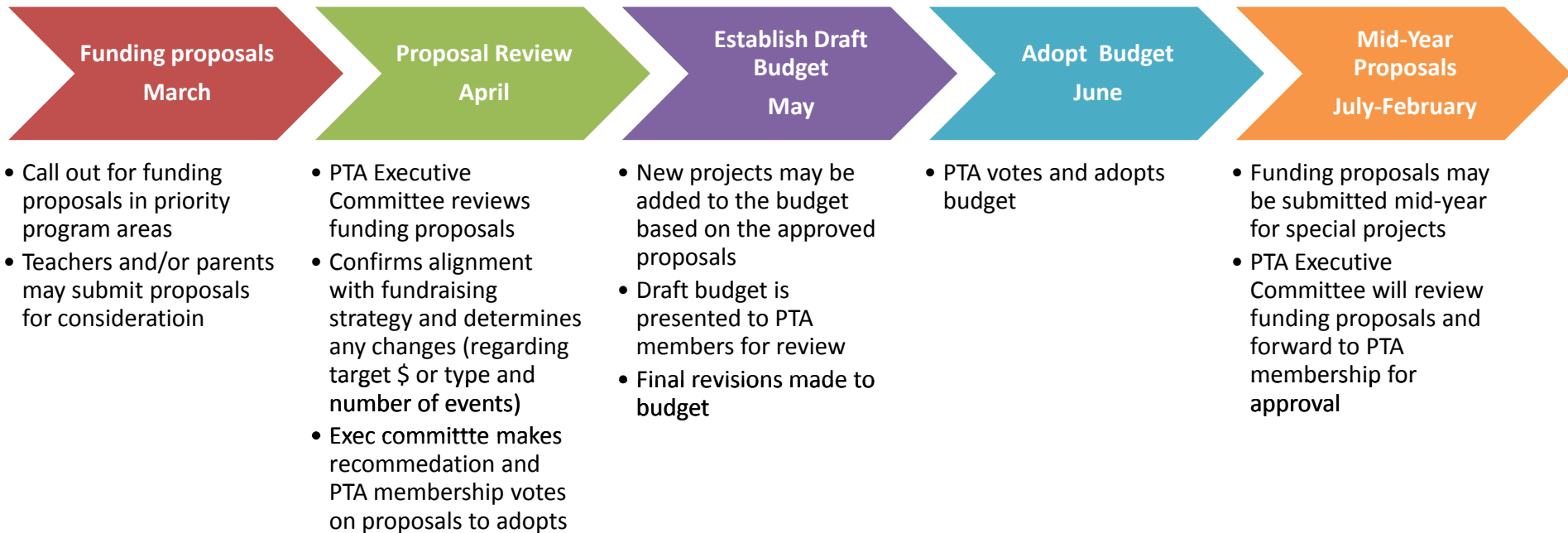
FUNDRAISING	CATEGORY	LINE ITEM	BUDGET ESTIMATE	NOTE
Events	Fall fundraising event	Benefit concert	\$3,500.00	
	Spring fundraising event	Wheel-a-thon	\$4,000.00	
Special programs	Restaurant profit share	All around town	\$400.00	
	Box top program	Box tops	\$600.00	
TOTAL:			\$8,500.00	

COMMUNITY BUILDING	CATEGORY	LINE ITEM	BUDGET ESTIMATE	NOTE
Events	Fall social	Carnival	\$1,000.00	
	Winter social	Winter dance	\$3,500.00	
TOTAL:			\$4,500.00	

GRANTS	CATEGORY	LINE ITEM	BUDGET ESTIMATE	NOTE
GRANTS	TBD	TBD	\$650.00	
TOTAL:			\$650.00	

PTA MEMBERSHIP	CATEGORY	ITEM	BUDGET ESTIMATE	NOTE
MEMBERSHIP DUES	Lowrie PTA	Individual membership	\$560.00	
		Scholarships	\$30.00	
	OREGON PTA	State due payment	-\$532.00	
TOTAL:			\$58.00	

LOWRIE PTA Proposed Budget Cycle



Budget reports will be reported monthly (profit/loss and actual/budget) and have a standing item on the agenda.

LOWRIE PRIMARY PTA STRATEGIC GUIDANCE

Vision

The Lowrie PTA will continue to grow our membership and will have an active and diverse organization that is representative of our community. We will be an organization with “open arms” that is inclusive and inviting to all members of the Lowrie community. We will foster and develop collaborative relationships with Lowrie staff so that the support we provide teachers is truly beneficial and enhancing to their professional effectiveness and contentment. The Lowrie PTA will maintain accessibility by keeping costs low and providing events that have no cost. We will be an informational hub that parents, staff and the larger community can rely upon for accurate and timely information about school events and student life. The Lowrie PTA will be a voice and will be an advocate of Lowrie students and public education in general.

Mission and Values

The Lowrie PTA serves students, parents, and staff and acts with the purpose of celebrating our commonality and diversity, while strengthening and bringing together Lowrie families, staff, and the Wilsonville community. We provide Lowrie families and staff with:

- events to strengthen and build the Lowrie community and celebrate our commonality and diversity;
- information about Lowrie programs and events;
- financial support to enrich student learning;
- and opportunities to be involved with meaningful events that serve the Wilsonville community.

Objectives

- Conduct outreach to inform the community about Lowrie PTA events and programs with the purpose of strengthening the ties that
- Provide opportunities for parents to be involved in school wide events. This includes volunteer recruitment, giving important and
- Organize events and traditions that celebrate our differences and commonalities and bring together families with the purpose of
- Support Lowrie staff in ways that are most beneficial to them. This may include information gathering from the staff about what is
- Provide opportunities for children to be involved in serving the larger community.

