

PA/PTA Proposed Budget

PA/PTA: MUST BE FILED WITH THE PRINCIPAL BY THE JUNE PA/PTA MEETING
 PRESIDENTS' COUNCIL: MUST BE FILED WITH THE SUPERINTENDENT BY THE JUNE COUNCIL MEETING

Please check and complete only one:

- PA/PTA School Name: P.S. 169Q _____ District or Borough: 25 _____
- Presidents' Council District or Borough: _____

ANTICIPATED INCOME	
Anticipated Income Source	Anticipated Amount
Beginning Balance as of 7/1/2019 _____	\$ 27, 150.42
Membership Dues	\$ 4,350.00
List below all other anticipated sources of income. List each planned fundraising activity separately. Include all gifts and contributions received. ¹ Amounts listed must be expected gross receipts, not profits. <i>e.g., Candy Sale, Picture Sale, Flower Sale, Green Market, etc.</i>	
Pumpkin Patch	\$550.00
Bake Sale (Halloween)	\$1,900.00
Picture Days (Fall and Spring)	\$4,900.00
Book Fair (Scholastic)	\$5,400.00
Boutiques (Holiday)	\$5,100.00
Box Tops	\$450.00
Bake Sale (Valentine's Day)	\$2,000.00
Boutiques (Spring)	\$4,300.00
Teacher Raffles	\$650.00
Fundraisers (Cascon, Five Guys, Summer Camps, Carvel)	\$2,350.00
Test Prep	\$13,000.00
Halloween Bag Making	\$200.00
Paint Night	\$1,100.00
	\$
	\$
Total Anticipated Income for the period	
\$46,250.00	

¹ Attach a page containing additional lines, if needed to account for all sources of anticipated income.

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ANTICIPATED EXPENSES

Anticipated Expenses² – Itemize each anticipated expense on a separate line. A single fundraising activity may involve more than one expense. Include anticipated donations to the school/district and identify the proposed purpose for all donations.³

Amount

e.g., Payment to ABC Photography for picture sale services, postage for mailings, printing costs, etc.

Halloween Bag Making	\$850.00
Pumpkin Patch (pumpkins to sell)	\$500.00
Dance – Halloween (supplies and refreshments)	\$850.00
Pizza, snacks, drinks and supplies for PTA events (not for sale)	\$275.00
Book Fair (Scholastic)	\$3,100.00
Holiday Extravaganza (supplies and refreshments)	\$1,100.00
Lamination	\$3,200.00
Bake Sale – Halloween (supplies)	\$150.00
Box Tops (postage)	\$25.00
Graduation (yearbooks, t-shirts, supplies)	\$2,300.00
Fundraisers (Cascon Bakery)	\$575.00
Health Fair	\$60.00
Paint Night	\$900.00
Other Supplies	\$45.00
Bake Sale – Valentine’s Day (items for sale)	\$400.00
Dance – Winter Snowflake (supplies and refreshments)	\$1,700.00
Boutique – Holiday (consignment items for sale)	\$2,800.00
Boutique – Spring (consignment items for sale)	\$2,500.00
Teacher Appreciation Week (luncheon)	\$2,100.00
Other Fees (President’s Council, bank fees, PTA dues envelopes)	\$420.00
Gifts (Gifts to the school)	\$7,000.00
Test Prep	\$13,000.00
Total Anticipated Expenses for the period	
\$43,850.00	

ANTICIPATED FUND BALANCE AS OF 6/30/2020__

Total Anticipated Income (including Beginning Balance) – Total Anticipated Expenses = Anticipated Fund Balance

Total Anticipated Income from Page 1:	Total Anticipated Expenses from Page 2:	=	Anticipated Fund Balance:
\$46,250.00	\$43,850		\$2,400.00

Date Proposed Budget Form was distributed to Members: 9/19/19

Date Proposed Budget Form was distributed to the Principal/Superintendent:

Prepared By (print): Heather Spanevello

President Signature:

Date:

Treasurer Signature:

Date:

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² Expenses are any payments for goods or services provided to a vendor, store, business, etc., including reimbursements to members following the submission of receipts for out of pocket expenses.

³ Attach a page containing additional lines, if needed to account for all anticipated expenses.

Proposed Budget Form