



John Adams Elementary School PTA

January 2019 Budget Status

± to Date: \$14,863.85

	Fundraising	Affiliate Fundraising	Sales	General Fund	Education Programs	Schools Support	Community Engagement	Teacher & Staff Appreciation	PTA Expenses	One-time / Non-recurring Expenditures	Reserved Funds	Administrative
Beginning of Year Budget:	\$ 5,750.00	\$ 1,250.00	\$ 100.00	\$ 600.00	\$ (7,802.00)	\$ (3,150.00)	\$ (5,885.00)	\$ (4,508.00)	\$ (927.00)	\$ -	\$ -	\$ (2,134.32)
Changes:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Budget:	\$ 5,750.00	\$ 1,250.00	\$ 100.00	\$ 600.00	\$ (7,802.00)	\$ (3,150.00)	\$ (5,885.00)	\$ (4,508.00)	\$ (927.00)	\$ -	\$ -	\$ (2,134.32)
July Activity:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (12.99)	\$ -	\$ -	\$ (160.99)
August Activity:	\$ -	\$ 25.00	\$ -	\$ 80.00	\$ (160.00)	\$ -	\$ -	\$ -	\$ (10.79)	\$ -	\$ -	\$ (1,569.26)
September Activity:	\$ -	\$ -	\$ 39.00	\$ 250.00	\$ (385.00)	\$ 660.00	\$ -	\$ -	\$ (12.99)	\$ -	\$ -	\$ -
October Activity:	\$ 534.40	\$ 18.59	\$ 50.68	\$ 280.00	\$ -	\$ (932.76)	\$ (152.82)	\$ (48.40)	\$ (200.41)	\$ -	\$ -	\$ -
November Activity:	\$ 217.80	\$ 75.20	\$ 245.19	\$ (209.50)	\$ (479.97)	\$ 145.97	\$ (122.51)	\$ (368.84)	\$ (89.57)	\$ -	\$ -	\$ (6.00)
December Activity:	\$ 292.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (64.50)	\$ -	\$ -	\$ -
January Activity:	\$ 92.80	\$ 100.00	\$ -	\$ 20.00	\$ -	\$ 500.00	\$ (29.93)	\$ (54.60)	\$ -	\$ -	\$ -	\$ -
Variance to End of Month:	\$ (4,612.20)	\$ (1,031.21)	\$ 234.87	\$ (179.50)	\$ 6,777.03	\$ 3,523.21	\$ 5,579.74	\$ 4,036.16	\$ 535.75	\$ -	\$ 580.00	\$ 398.07



John Adams Elementary School PTA

January 2019 Targeted Spend Status

+/-/0	Budget Line	Amount Budgeted		January	YTD Activity		Budget
		B.o.Y	E.o.M	Activity	by Line	Rolled up	Variance
+	Spring2Action	\$ 3,500.00	\$ 3,500.00		\$ 22.40	\$ -	● \$ (3,477.60)
+	Donations	\$ 100.00	\$ 100.00	\$ 92.80	\$ 1,115.40	\$ -	● \$ 1,015.40
+	Restaurant Nights	\$ 600.00	\$ 600.00	\$ 100.00	\$ 200.20	\$ -	● \$ (399.80)
+	Amazon.com	\$ 50.00	\$ 50.00		\$ 18.59	\$ -	● \$ (31.41)
+	Food Sales	\$ 300.00	\$ 300.00		\$ 600.38	\$ (332.51)	● \$ 300.38
+	Gear Sales	\$ 400.00	\$ 400.00		\$ 67.00	\$ -	● \$ (333.00)
-	Food Procurement	\$ 200.00	\$ 200.00		\$ (332.51)		● \$ (132.51)
-	Gear Procurement	\$ 400.00	\$ 400.00		\$ -		● \$ 400.00
+	JAES PTA Membership Dues	\$ 1,000.00	\$ 1,000.00	\$ 20.00	\$ 680.00	\$ (259.50)	● \$ (320.00)
-	NoVA PTAC Membership Dues	\$ 25.00	\$ 25.00		\$ (243.25)		● \$ (218.25)
-	VA PTA Membership Dues	\$ 375.00	\$ 375.00		\$ (16.25)		● \$ 358.75
-	Mini Grants	\$ 2,500.00	\$ 2,500.00		\$ (350.00)	\$ -	● \$ 2,150.00
-	Education Programs (General)	\$ -	\$ -		\$ -	\$ (674.97)	● \$ -
-	Summer Reading Prizes	\$ 175.00	\$ 175.00		\$ (129.97)		● \$ 45.03
-	Science Fair	\$ 1,000.00	\$ 1,000.00		\$ (385.00)		● \$ 615.00
-	Spelling Bee	\$ 677.00	\$ 677.00		\$ (160.00)		● \$ 517.00
-	SOL Engagement	\$ 900.00	\$ 900.00		\$ -	\$ -	● \$ 900.00
-	Reflections (VaPTA Art Contest)	\$ 250.00	\$ 250.00		\$ -	\$ -	● \$ 250.00
-	Dual Language Spelling Competition	\$ 300.00	\$ 300.00		\$ -	\$ -	● \$ 300.00
-	Yearbook Club	\$ 1,000.00	\$ 948.00		\$ -	\$ -	● \$ 948.00
-	STEM Club	\$ 500.00	\$ 500.00		\$ -	\$ -	● \$ 500.00
-	Yoga for Kids Club	\$ 500.00	\$ 552.00		\$ -	\$ -	● \$ 552.00
+	5th Grade Fundraising	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 335.97	● \$ 500.00
+	5th GFR: Restaurant Nights	\$ -	\$ -		\$ 335.97		● \$ 335.97
-	4th Grade Swim Program	\$ 750.00	\$ 750.00		\$ 60.00	\$ -	● \$ 810.00
-	4th Grade Jamestown Trip	\$ 500.00	\$ 500.00		\$ -	\$ -	● \$ 500.00
-	5th Grade Graduation & Gift to School	\$ 500.00	\$ 500.00		\$ -	\$ -	● \$ 500.00
-	Clothing Supplies (School Nurse)	\$ 200.00	\$ 200.00		\$ (152.76)	\$ -	● \$ 47.24
-	Dual Language Signage	\$ 300.00	\$ 300.00		\$ -	\$ -	● \$ 300.00
-	PTA Meeting Childcare	\$ 800.00	\$ 800.00		\$ (270.00)	\$ -	● \$ 530.00
-	Heritage & Fun Nights	\$ -	\$ -		\$ -	\$ (88.00)	● \$ -
-	Hispanic Heritage Night	\$ 200.00	\$ 200.00		\$ (88.00)		● \$ 112.00
-	International Night	\$ 500.00	\$ 500.00		\$ -		● \$ 500.00
-	African American Heritage Night	\$ 200.00	\$ 200.00		\$ -		● \$ 200.00
-	Social Media Advertising	\$ 200.00	\$ 200.00		\$ -		● \$ 200.00
-	Text 'Blast' Service	\$ 200.00	\$ 200.00		\$ -		● \$ 200.00
-	Bulletin Board & PTA Box	\$ 200.00	\$ 200.00		\$ -		● \$ 200.00
-	PTAC Scholarship Fund	\$ 100.00	\$ 100.00		\$ -	\$ -	● \$ 100.00
-	Garden Funds	\$ 100.00	\$ 100.00		\$ -	\$ -	● \$ 100.00
-	Kindergarten Social	\$ 35.00	\$ 35.00		\$ -	\$ -	● \$ 35.00
-	Career Day	\$ 200.00	\$ 200.00		\$ -	\$ -	● \$ 200.00
-	PTA Meeting Meals	\$ 450.00	\$ 450.00	\$ (29.93)	\$ (217.26)	\$ -	● \$ 232.74
-	Cafeteria Audio/Visual System	\$ 3,500.00	\$ 3,500.00		\$ -	\$ -	● \$ 3,500.00
-	Teacher & Staff Appreciation Gifts	\$ 2,500.00	\$ 2,500.00		\$ -	\$ -	● \$ 2,500.00
-	Parent Teacher Conf - Teacher Dinners	\$ 1,000.00	\$ 1,000.00	\$ (54.60)	\$ (376.74)	\$ -	● \$ 623.26
-	Staff Training Breakfasts	\$ 400.00	\$ 400.00		\$ -	\$ -	● \$ 400.00
-	Non-Teacher Appreciation Gifts	\$ 200.00	\$ 200.00		\$ -	\$ -	● \$ 200.00
-	Teacher Memberships (2)	\$ 8.00	\$ 8.00		\$ -	\$ -	● \$ 8.00
-	Staff Lounge Supplies	\$ 400.00	\$ 400.00		\$ (95.10)	\$ -	● \$ 304.90
+	Interest Income	\$ -	\$ -		\$ 0.04	\$ -	● \$ 0.04
-	Supplies & Software	\$ 350.00	\$ 350.00		\$ (115.92)	\$ -	● \$ 234.08
-	PTA Insurance	\$ 277.00	\$ 277.00		\$ -	\$ -	● \$ 277.00
-	Officer Expenses (incl. Training)	\$ 150.00	\$ 150.00		\$ -	\$ -	● \$ 150.00
-	NSF Fees	\$ -	\$ -		\$ (10.00)	\$ -	● \$ (10.00)
-	Square Fees	\$ -	\$ -		\$ 7.25	\$ -	● \$ 7.25
-	Miscellaneous Bank Fees	\$ -	\$ -		\$ (83.95)	\$ -	● \$ (83.95)
-	Purchase Tablet for PTA (Mobile Payments)	\$ 150.00	\$ 150.00		\$ (188.67)	\$ -	● \$ (38.67)
	Cafetorium Sound System	\$ 500.00	\$ 500.00		\$ -	\$ -	● \$ 500.00
	Garden Fund	\$ 80.00	\$ 80.00		\$ -	\$ -	● \$ 80.00
+	Prior Year Undeposited Receipts	\$ 135.00	\$ 135.00		\$ 135.00	\$ -	● \$ -



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+/-/0	Budget Line	Amount Budgeted		January	YTD Activity		Budget
		B.o.Y	E.o.M	Activity	by Line	Rolled up	Variance
-	Returned Checks	\$ -	\$ -		\$ (6.00)	\$ -	● \$ (6.00)
-	Prior Year Uncashed Checks	\$ 1,777.10	\$ 1,777.10		\$ (1,373.03)	\$ -	● \$ 404.07



John Adams Elementary School PTA

January 2019 Treasurer's Activity Report

Bank Account Balances	BEGINNING		END	
Suntrust:	\$	79.81	\$	0.00
Burke & Herbert (Main):	\$	19,302.58	\$	19,295.38
Burke & Herbert (Square):	\$	-	\$	-
	\$	19,382.39	\$	19,295.38

Funds to be Deposited:	\$	978.38
Cash Drawer	\$	-
Deposits not yet Posted:	\$	-
Expenses to be Paid:	\$	486.03
Checks not yet Cashed:	\$	861.61

Date	Type of Transaction	Amount	Note
1/16/2019	Receive C/C/CC	\$ 100.00	for Restaurant Nights (02103)
	Receive C/C/CC	\$ 20.00	for JAES PTA Membership Dues (04112)
	Receive C/C/CC	\$ 500.00	for 5th Grade Fundraising (06100)
	Receive Inv/ReiReq	\$ 29.93	for PTA Meeting Meals (07250)
	Receive Inv/ReiReq	\$ 54.60	for Parent Teacher Conf - Teacher Dinners (08228)
	Check Written	\$ 84.53	Ck# BH 2553 on 18 Feb '19
1/22/2019	Receive Inv/ReiReq	\$ 79.81	for Interbank Transfers (99999)
	Check Written	\$ 79.81	Ck# ST 2153 on 22 Jan '19
1/25/2019	Notice of Bank Cr/Db	\$ 92.80	Credit Donations (01102)

Transfers

Manual transfers from BLN to BLN as approved by PTA membership (or President, if not a change to the budget)

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[illegible]

Earmarks	
Automatic transfers from BLN to BLN based on funds received for specific purposes, to replenish to BoY budget level <i>at month's end</i> until expended	

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Treasurer's Notes

General notes and records of modifying past transactions.

September PTAM cash receipts were not itemized at the time. Post meeting membership tally vs. dues previously received used to determine how much of receipts were membership and how much were gear sales.	20 Sep '18
Entergergy \$750 donation (originally entered as Donation (01102)) changed to support Swim Program (06206) per request of donor (see 6/26/18@0903 SJemison email).	26 Sep '18
Budget/account review found that Prior Year Uncashed Checks (BLN 99299) is incorrect at \$1,777.10. It should be \$1,1998.64, a difference of \$211.54. Because of this, if all checks end up being cashed, 99299 will be over-budget by this amount.	7 Nov '18
Board Meeting: measure to direct all BWW Restaurant Night proceeds to 5th Grade Fundraising was proposed, voted on, and passed. BLN 06111 (Income, School Support) created (rollup to 06100: 5th Grade Fundraising). 10/10 Restaurant Night check 1028259 from BWW changed from 02103: Restaurant Nights to 06111.	11 Nov '18
Budget line 99099 (Administrative; Expense) created to account for Returned Checks . Budget line 04113 (General Fund; Income; rollup to 04112) created to account for JAES PTA Dues via National Site .	11 Nov '18
Suntrust Ck#2151 for \$602.11 for interbank transfer was entered into the system at B&H as \$602.00. Because of this there is an 11/2/18 -\$0.11 statement correction.	19 Nov '18
While preparing the November report it was noted that prior-year-uncashed-checks weren't debiting against the budget line set up to account for them (99299). The budget tool has been updated so that this takes place. Prior months' activity is reflected in the Budget Status Report.	30 Nov '18
\$350 Minigrant for 'mobile book cart with colorful bins' for 4th Grade DL approved by electronic vote.	27 Jan '19
\$350 Minigrant for library bookshelves approved by vote at Board Meeting.	11 Nov '18