

## **TREASURER'S REPORT**

### **Clayton School District PTO Council**

**April 18, 2024**

#### **Financial results through April 10, 2024:**

- As expected – see attached MoneyMinder reports for budget status and transactions
- PTO Council has \$8,182.49 in the bank as of 4/10/24

#### **Other activities:**

- Clayton School District's accounting firm is preparing PTO Council's Form 990 for the IRS, due on June 15.
- PTO Council's insurance policies have been renewed through 4/5/2025. Updated certificate of insurance has been provided to CSD. If any other venues for PTO events need a certificate of insurance, please contact the PTO Council treasurer.

#### **Draft PTO Council budget for next school year (attached for discussion):**

- Impacts on school PTOs, for planning purposes:
  - PTO Council dues remain at \$500 per school PTO. Dues cover costs for accounting software, insurance and IRS filing.
  - Assumes Back-to-School Bash happens again, and each school PTO's contribution increases from \$60 to \$75 to cover DJ and other expenses.
- Assumes the School Board election next year will be contested again, and the PTO Council will sponsor a candidates forum and reception as was done this year
- Final budget will be voted on at first PTO Council meeting next school year

# PTO Council FY 2023

## Treasurer's Report

08/01/2023 - 04/10/2024

Contributions/Gifts for PTO	Income	Expenses	Year to Date	Net Budget	More/-Less
Donations for School PTOs	\$1,559.28	\$1,559.28	-	-	-
Donations for PTO Council	\$72.00	-	\$72.00	\$350.00	-\$278.00
<b>Contributions/Gifts for PTO Totals</b>	<b>\$1,631.28</b>	<b>-\$1,559.28</b>	<b>\$72.00</b>	<b>\$350.00</b>	<b>-\$278.00</b>
Food and Essentials Drive for Clayton Schools	Income	Expenses	Year to Date	Net Budget	More/-Less
Donations for food drive	\$5,203.78	\$5,040.67	\$163.11	\$25.00	\$138.11
Store - Food & Essentials Drive for Clayton Schools Fees	-	\$163.11	-\$163.11	-\$25.00	-\$138.11
<b>Food and Essentials Drive for Clayton Schools Totals</b>	<b>\$5,203.78</b>	<b>-\$5,203.78</b>	<b>-</b>	<b>-</b>	<b>-</b>
Dues from School PTOs	Income	Expenses	Year to Date	Net Budget	More/-Less
Family Center PTO	\$500.00	-	\$500.00	\$500.00	-
Captain PTO	\$500.00	-	\$500.00	\$500.00	-
Glenridge PTO	\$500.00	-	\$500.00	\$500.00	-
Meramec PTO	\$500.00	-	\$500.00	\$500.00	-
Wydown PTO	\$500.00	-	\$500.00	\$500.00	-
CHS PTO	\$500.00	-	\$500.00	\$500.00	-
<b>Dues from School PTOs Totals</b>	<b>\$3,000.00</b>	<b>-</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>-</b>
Other Income	Income	Expenses	Year to Date	Net Budget	More/-Less
Unclaimed Property from State of Missouri	\$250.00	-	\$250.00	\$300.00	-\$50.00
<b>Other Income Totals</b>	<b>\$250.00</b>	<b>-</b>	<b>\$250.00</b>	<b>\$300.00</b>	<b>-\$50.00</b>
Program Services	Income	Expenses	Year to Date	Net Budget	More/-Less
Back to School Bash	\$360.00	\$504.99	-\$144.99	-\$145.00	\$0.01
<b>Program Services Totals</b>	<b>\$360.00</b>	<b>-\$504.99</b>	<b>-\$144.99</b>	<b>-\$145.00</b>	<b>\$0.01</b>
Administrative Expenses	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software (MoneyMinder)	-	-	-	-\$1,700.00	\$1,700.00
Accountant Fees for IRS Reporting	-	-	-	-\$750.00	\$750.00
Office Supplies	-	-	-	-\$20.00	\$20.00
Delivery & Postage	-	-	-	-\$20.00	\$20.00
Secretary of State Fees	-	-	-	-\$50.00	\$50.00
Insurance					
Commercial General Liability	-	\$195.00	-\$195.00	-\$200.00	\$5.00
Extended Medical Payments	-	\$120.00	-\$120.00	-\$130.00	\$10.00
Professional Liability (Directors and Officers)	-	\$75.00	-\$75.00	-\$80.00	\$5.00
Fidelity Bond (Crime)	-	\$140.00	-\$140.00	-\$150.00	\$10.00
<b>Insurance Totals</b>	<b>-</b>	<b>-\$530.00</b>	<b>-\$530.00</b>	<b>-\$560.00</b>	<b>\$30.00</b>
<b>Administrative Expenses Totals</b>	<b>-</b>	<b>-\$530.00</b>	<b>-\$530.00</b>	<b>-\$3,100.00</b>	<b>\$2,570.00</b>

Store Fees	Income	Expenses	Year to Date	Net Budget	More/-Less
Store - PTO dues and BTSB contributions Fees	-	\$2.83	-\$2.83	-	-\$2.83
<b>Store Fees Totals</b>	-	<b>-\$2.83</b>	<b>-\$2.83</b>	-	<b>-\$2.83</b>
<b>Grand Totals</b>					
	<b>\$10,445.06</b>	<b>-\$7,800.88</b>	<b>\$2,644.18</b>	<b>\$405.00</b>	<b>\$2,239.18</b>



Bank Account Balances	08/01/2023	04/10/2024	Last reconciled	Summary for the Period	
US Bank Checking	\$5,538.31	\$8,182.49	03/31/2024	Starting Total	\$5,538.31
Store - Food & Essentials	-	-	01/31/2024	Income	\$10,445.06
Drive for Clayton Schools				Expenses	-\$7,800.88
Clearing Account				Ending Total	\$8,182.49
Store - PTO dues and BTSB	-	-	01/31/2024		
contributions Clearing					
Account					
<b>Totals</b>	<b>\$5,538.31</b>	<b>\$8,182.49</b>			
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>					

Submitted by:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# PTO Council FY 2023

02/06/2024 - 04/10/2024

Date	Reference	From/To	Deposit	Withdrawal	Balance
03/05/2024	Visa	 Association Insurance Management <i>Memo: Policy renewal for 4/5/24 to 4/5/25</i>		-\$530.00 ✓	\$8,182.49
02/18/2024	1209	Wydown PTO <i>Memo: Forwarding matching donation from Bayer</i>		-\$60.00 ✓	\$8,712.49
02/14/2024	Deposit	 YourCause <i>Memo: Matching donation from Bayer for Wydown PTO</i>	\$60.00 ✓		\$8,772.49
<b>02/06/2024</b>		<b>Balance as of 02/06/2024</b>			<b>\$8,712.49</b>
<b>Totals</b>			<b>\$60.00</b>	<b>-\$590.00</b>	

# PTO Council FY 2024

## Budget Report

DRAFT BUDGET FOR 2024-25 SCHOOL YEAR

<b>Funds available at beginning of financial year (08/01/2024)</b>			<b>\$0.00</b>
<b>Contributions/Gifts for PTO</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Donations for School PTOs	\$1,000.00	-\$1,000.00	-
Donations for PTO Council	\$300.00	-	\$300.00
<b>Contributions/Gifts for PTO Totals</b>	<b>\$1,300.00</b>	<b>-\$1,000.00</b>	<b>\$300.00</b>
<b>Food and Essentials Drive for Clayton Schools</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Donations for food drive	\$5,000.00	-\$4,850.00	\$150.00
Store - Food & Essentials Drive for Clayton Schools Fees	-	-\$150.00	-\$150.00
<b>Food and Essentials Drive for Clayton Schools Totals</b>	<b>\$5,000.00</b>	<b>-\$5,000.00</b>	<b>-</b>
<b>Dues from School PTOs</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Family Center PTO	\$500.00	-	\$500.00
Captain PTO	\$500.00	-	\$500.00
Glenridge PTO	\$500.00	-	\$500.00
Meramec PTO	\$500.00	-	\$500.00
Wydown PTO	\$500.00	-	\$500.00
CHS PTO	\$500.00	-	\$500.00
<b>Dues from School PTOs Totals</b>	<b>\$3,000.00</b>	<b>-</b>	<b>\$3,000.00</b>
<b>Program Services</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Back to School Bash	\$450.00	-\$450.00	-
School Board Candidate Forum - Refreshments	-	-\$150.00	-\$150.00
<b>Program Services Totals</b>	<b>\$450.00</b>	<b>-\$600.00</b>	<b>-\$150.00</b>
<b>Administrative Expenses</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Accounting Software (MoneyMinder)	-	-\$1,747.00	-\$1,747.00
Accountant Fees for IRS Reporting	-	-\$750.00	-\$750.00
Office Supplies	-	-\$20.00	-\$20.00
Delivery & Postage	-	-\$20.00	-\$20.00
Secretary of State Fees	-	-\$50.00	-\$50.00
<b>Insurance</b>			
Commercial General Liability	-	-\$200.00	-\$200.00
Extended Medical Payments	-	-\$130.00	-\$130.00
Professional Liability (Directors and Officers)	-	-\$80.00	-\$80.00
Fidelity Bond (Crime)	-	-\$150.00	-\$150.00
<b>Insurance Totals</b>	<b>-</b>	<b>-\$560.00</b>	<b>-\$560.00</b>
<b>Administrative Expenses Totals</b>	<b>-</b>	<b>-\$3,147.00</b>	<b>-\$3,147.00</b>
<b>Grand Totals</b>			
	<b>\$9,750.00</b>	<b>-\$9,747.00</b>	<b>\$3.00</b>
<b>Projected bank balance if on budget</b>			<b>\$3.00</b>

