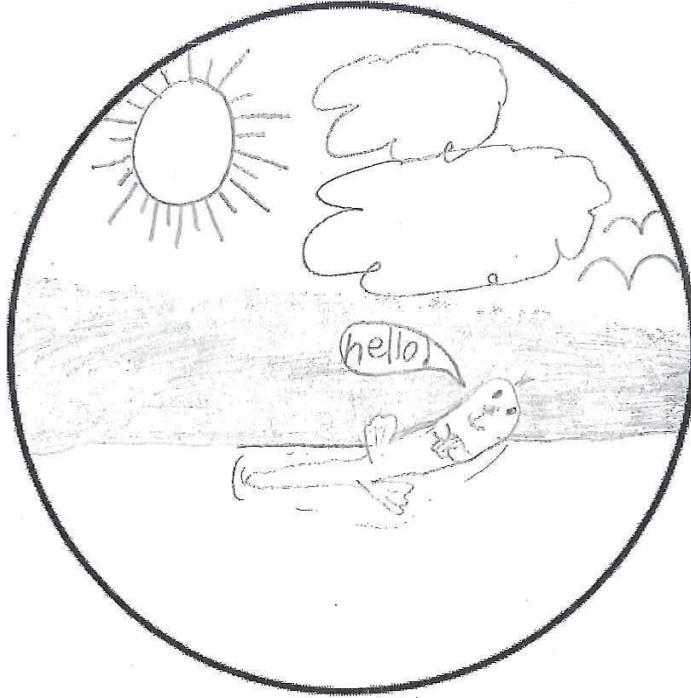


ORTEGA ELEMENTARY SCHOOL PARENT TEACHER ORGANIZATION

Treasurer's Report, 2017-2018 School Year

As of December 3, 2017

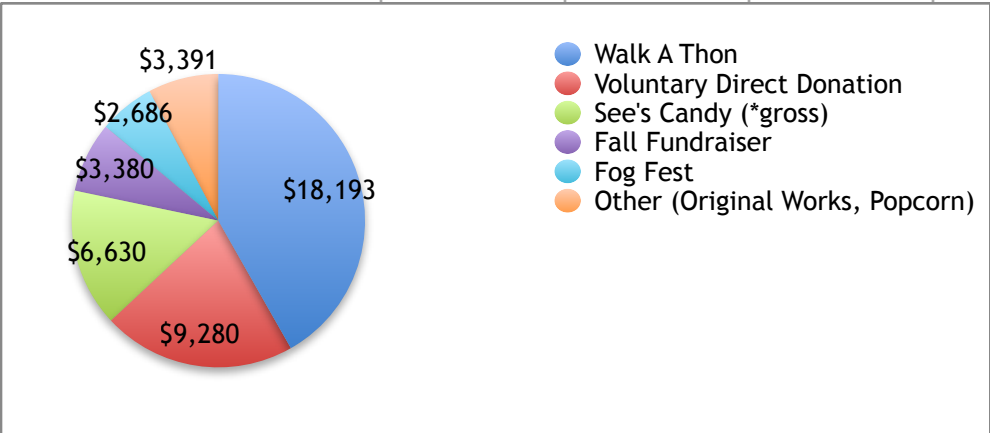


ORTEGA ELEMENTARY SCHOOL PARENT TEACHER ORGANIZATION

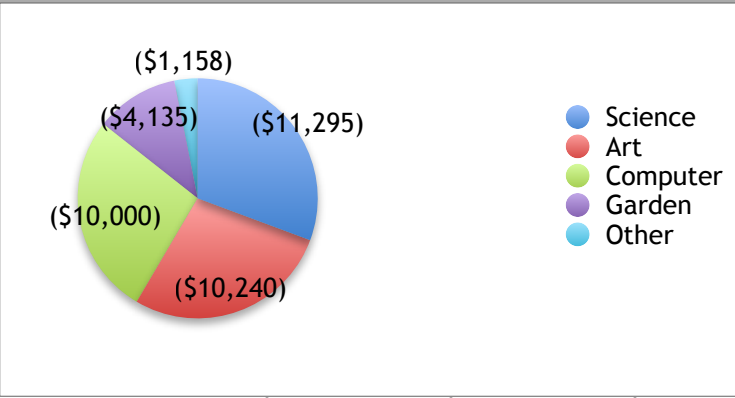
Treasurer's Report, 2017-2018 School Year

As of December 3, 2017

Top 5 Fundraising Activities	\$	% of Total
Walk A Thon	\$18,193	42%
Voluntary Direct Donation	\$9,280	21%
See's Candy (<i>*gross</i>)	\$6,630	15%
Fall Fundraiser	\$3,380	8%
Fog Fest	\$2,686	6%
Other (Original Works, Popcorn)	\$3,391	8%
Total Fundraising To Date	\$43,559	100%
% of Full Year Goal	62%	



Top 5 Expenditures	\$	% of Total
Science	(\$11,295)	31%
Art	(\$10,240)	28%
Computer	(\$10,000)	27%
Garden	(\$4,135)	11%
Other	(\$1,158)	3%
Total Expenditures To Date	(\$36,827)	100%
% of Full Year Goal	34%	



ORTEGA ELEMENTARY SCHOOL PARENT TEACHER ORGANIZATION

Summary of Transactions

For the 2017 - 2018 School Year

CATEGORY/LINE ITEM	Total Revenue		Net Revenue/ Cost	Budget	Over/ (Under) Budget	Previous Year Net Revenue	Year Over Year Difference
	Earned	Expenditures					
FUNDRAISING							
	-	-	-		-	-	-
Art - Original Works	5,178.70	(3,349.59)	1,829.11		1,829.11	1,848.06	(18.95)
Box Tops	-	(18.85)	(18.85)		(18.85)	587.90	(606.75)
Craft Fair	-	-	-		-	1,162.98	(1,162.98)
E-Waste	-	-	-		-	455.18	(455.18)
Escrip	45.55	-	45.55		45.55	77.12	(31.57)
Fall/Spring Fundraiser	8,140.60	(4,760.40)	3,380.20		3,380.20	6,034.55	(2,654.35)
Fog Fest Booth	2,686.00	-	2,686.00		2,686.00	2,495.36	190.64
Halloween Candy Program	314.00	-	314.00		314.00	(32.58)	346.58
Jamba Juice	99.00	-	99.00		99.00	822.00	(723.00)
Longboard (St. Patrick's Day)	-	-	-		-	648.07	(648.07)
Open House - \$1 Raffle	-	-	-		-	-	-
Open House - Basket Auction	-	(38.06)	(38.06)		(38.06)	22,797.98	(22,836.04)
Open House - Big 3 Raffle	-	-	-		-	4,894.75	(4,894.75)
Pie Fundraiser	-	-	-		-	-	-
Plant Sales	-	-	-		-	300.00	(300.00)
Popcorn	873.16	(321.69)	551.47		551.47	1,135.60	(584.14)
Read A Thon	-	-	-		-	12,473.62	(12,473.62)
Restaurant Fundraisers	113.00	-	113.00		113.00	874.10	(761.10)
See's Candy	6,629.75	-	6,629.75		6,629.75	2,660.44	3,969.31
Serramonte (It's a Trip)	200.00	-	200.00		200.00	1,000.00	(800.00)
Shoparoo	218.30	-	218.30		218.30	64.47	153.83
Spiritwear	3,201.00	(3,123.24)	77.76		77.76	(409.76)	487.52
Sponsorship/Donations	-	-	-		-	1,474.13	(1,474.13)
Voluntary Direct Donation Campaign	9,301.62	(22.03)	9,279.59		9,279.59	5,256.12	4,023.47
Walk A Thon Pledges	14,771.25	(95.11)	14,676.14		14,676.14	15,582.00	(905.86)
Walk-A-Thon Carnival	6,531.33	(3,014.96)	3,516.37		3,516.37	2,916.42	599.95
	-	-	-	70,000.00	(70,000.00)	-	-
TOTAL FUNDRAISING	-	-	-		-	-	-
TOTAL FUNDRAISING	58,303.26	(14,743.93)	43,559.33	70,000.00	(26,440.68)	85,118.51	(41,559.19)

BOOK FAIR RESULTS				
	2017			
Total Cash Deposits	7,457.13			
Payment to Scholastic	(4,332.13)			
Cash Advance	(264.00)			
Total Expenses	(4,596.13)			
Net Profit	2,861.00			

ORTEGA ELEMENTARY SCHOOL PARENT TEACHER ORGANIZATION

Summary of Transactions

For the 2017 - 2018 School Year

CATEGORY/LINE ITEM	Total Revenue		Net Revenue/ Cost	Budget	(Over)/ Under Budget	Previous Year Net Revenue	Year Over Year Difference
	Earned	Expenditures					
ENRICHMENT ACTIVITIES							
Art Class Supplies/After School Art Class	4,278.00	(6,017.75)	(1,739.75)	(2,500.00)	760.25	(1,974.28)	234.53
Art Teacher	-	(8,500.00)	(8,500.00)	(17,000.00)	8,500.00	(15,000.00)	6,500.00
Assemblies	-	-	-	(1,000.00)	1,000.00	-	-
Computer Aide	-	(10,000.00)	(10,000.00)	(20,000.00)	10,000.00	(14,250.00)	4,250.00
ESGI Software	-	(525.00)	(525.00)	(800.00)	275.00	(700.00)	175.00
Garden Program (Instructor)	-	(3,000.00)	(3,000.00)	(3,000.00)	-	(6,000.00)	3,000.00
Garden Program (Maintenance)	-	(924.05)	(924.05)	(5,000.00)	4,075.95	(4,659.80)	3,735.75
Garden Supplies/Plant Sales	-	(211.11)	(211.11)	(2,250.00)	2,038.89	(3,221.84)	3,010.73
Garden Chickens	-	(105.65)	(105.65)	(500.00)	394.35	-	(105.65)
GATE	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	58.00	(58.00)
Library	-	-	-	-	-	-	-
P.E.	-	(1,500.00)	(1,500.00)	(3,000.00)	1,500.00	-	(1,500.00)
Professional Development	-	-	-	-	-	(7,260.62)	7,260.62
School Supplies	1,650.00	(1,584.84)	65.16	(1,000.00)	1,065.16	(1,904.89)	1,970.05
Science Fair	-	-	-	(700.00)	700.00	(36.85)	36.85
Science Supplies	-	(294.54)	(294.54)	(1,000.00)	705.46	(550.01)	255.47
Science Teachers	-	(11,000.00)	(11,000.00)	(25,000.00)	14,000.00	(19,894.00)	8,894.00
Teacher Stipends	408.00	(3,010.50)	(2,602.50)	(8,000.00)	5,397.50	(6,339.85)	3,737.35
Technology Enhancement/Replacement	-	(270.00)	(270.00)	(2,500.00)	2,230.00	(1,544.26)	1,274.26
Technology Maintenance	-	-	-	-	-	-	-
TOTAL ENRICHMENT ACTIVITIES	6,336.00	(46,943.44)	(40,607.44)	(93,250.00)	52,642.56	(83,278.40)	42,670.96
ACTIVITIES							
5th Grade T-Shirts	-	-	-	(800.00)	800.00	(800.16)	800.16
All Pro Dads	-	-	-	-	-	-	-
Art Show	-	-	-	(200.00)	200.00	(0.85)	0.85
Beautification Project	-	-	-	(500.00)	500.00	-	-
Bike Rodeo	-	-	-	(250.00)	250.00	-	-
Elna Flynn	-	-	-	(260.00)	260.00	(402.07)	402.07
Field Day	-	-	-	(1,000.00)	1,000.00	(209.67)	209.67
Hoe Down	-	-	-	(750.00)	750.00	(609.58)	609.58
Ice Cream Social	-	-	-	(200.00)	200.00	212.31	(212.31)
Insect Lore	-	-	-	(300.00)	300.00	(248.91)	248.91

Jump for Heart	-	-	-	(250.00)	250.00	-	-
Junior Olympics	-	-	-	(750.00)	750.00	(847.48)	847.48
Marine Mammal Center	-	-	-	(450.00)	450.00	-	-
Parent Meeting Receptions	-	(228.54)	(228.54)	(500.00)	271.46	(165.35)	(63.19)
Poetry	-	-	-	(1,800.00)	1,800.00	(1,500.00)	1,500.00
Read-A-Loud	-	-	-	(100.00)	100.00	-	-
Science-Kinders	-	-	-	-	-	-	-
Teacher Appreciation	-	-	-	(1,100.00)	1,100.00	(721.40)	721.40
Variety Show	-	-	-	(350.00)	350.00	893.07	(893.07)
Movie Night	952.66	(712.76)	239.90	(500.00)	739.90	-	239.90
TOTAL ACTIVITIES	952.66	(941.30)	11.36	(10,060.00)	10,071.36	(4,400.09)	4,411.45
SELF-FUNDING ACTIVITIES							
Field Trips	5,677.30	(5,128.50)	548.80		548.80	(2,180.31)	2,729.11
Field Trips - Kinders	1,995.00	(800.00)	1,195.00		1,195.00	-	1,195.00
Sculpting Class	-	-	-		-	728.00	(728.00)
Spanish Class	4,460.00	(4,460.00)	-		-	201.00	(201.00)
Yearbook	6,084.73	(3,113.25)	2,971.48		2,971.48	(513.25)	3,484.73
Social Studies Packet	158.85	(382.50)	(223.65)		(223.65)	-	(223.65)
TOTAL SELF-FUNDING ACTIVITIES	18,375.88	(13,884.25)	4,491.63	-	4,491.63	(1,764.56)	6,256.19
GENERAL EXPENSES							
Bank Fees - General	0.07	(29.00)	(28.93)		(28.93)	(64.20)	35.27
Credit Card Merchant Fees	-	(284.50)	(284.50)	(500.00)	215.50	(682.80)	398.30
Interest Income	0.44	-	0.44		0.44	12.15	(11.71)
Other	-	-	-		-	1,159.64	(1,159.64)
Pacifica Education Foundation	-	-	-	(500.00)	500.00	(500.00)	500.00
Pacifica School Volunteers	-	-	-	(500.00)	500.00	(500.00)	500.00
Parcel Tax	-	-	-		-	-	-
PTO Operating Expenses	-	(409.66)	(409.66)	(2,000.00)	1,590.34	(1,851.85)	1,442.19
TOTAL GENERAL EXPENSES	0.51	(723.16)	(722.65)	(3,500.00)	2,777.35	(2,427.06)	1,704.41
TOTAL EXPENDITURES - GENERAL FUND	25,665.05	(62,492.15)	(36,827.10)	(106,810.00)	69,982.90	(91,870.11)	55,043.01
TOTAL FUNDRAIING - GENERAL FUND	58,303.26	(14,743.93)	43,559.33	70,000.00	(26,440.68)	85,118.51	(41,559.19)
NET INCOME - GENERAL FUND	83,968.31	(77,236.08)	6,732.22	(36,810.00)	43,542.23	(6,751.60)	13,483.83

RESERVED FUNDS							
	Beginning Bal (6/30/17)	Revenue	Cost	Net Funds Raised	Spending	Ending Balance	Per Balance Sheet
Popsicle Sales	5,154.42	2,680.20	(2,206.08)	5,628.54	(5,000.00)	628.54	628.54
5th Grade Fundraising	1,969.15	-	-	1,969.15		1,969.15	1,969.15
Total 5th Grade	7,123.57	2,680.20	(2,206.08)	7,597.69	(5,000.00)	2,597.69	2,597.69
Birthday Books	2,572.56	234.00	(379.64)	2,426.92		2,426.92	2,426.92
Library (Book Fair)	2,576.64	7,545.13	(4,873.84)	5,247.93	(1,020.66)	4,227.27	4,227.27
Principal's Fund - Amazon Revenue	692.72	239.07	(347.13)	584.66		584.66	584.66
Reserved Funds	30,000.00	-	-	30,000.00		30,000.00	30,000.00
Reserved - Water Fountain	-	5,000.00	-	5,000.00		5,000.00	5,000.00
TOTALS	42,965.49	15,698.40	(7,806.69)	50,857.20	(6,020.66)	44,836.54	44,836.54
Check	42,965.49					44,836.54	
	-					-	

Difference
(0.00)
-
(0.00)
-
(0.00)
-
-
-
(0.00)

ORTEGA ELEMENTARY SCHOOL PARENT TEACHER ORGANIZATION

Statement of Financial Condition

For the 2017 - 2018 School Year

	Beginning of PTO Year		
	<u>6/30/2017</u>	<u>12/3/2017</u>	<u>Change</u>
ASSETS			
Cash & Equivalents	122,607.90	132,622.06	10,014.16
Accounts Receivable	2,877.68	2,877.68	-
Prepaid Expenses	-	-	-
TOTAL ASSETS	<u>125,485.58</u>	<u>135,499.74</u>	<u>10,014.16</u>
LIABILITIES			
Accounts Payable	1,931.94	3,342.83	1,410.89
Unearned Revenue	-	-	-
TOTAL LIABILITIES	<u>1,931.94</u>	<u>3,342.83</u>	<u>1,410.89</u>
RETAINED FUNDS			
General Fund	80,588.15	87,320.38	6,732.23
Temporarily Restricted Funds:			
Popsicle Sales	5,154.42	628.54	(4,525.89)
5th Grade Fundraising	1,969.15	1,969.15	-
Birthday Books	2,572.56	2,426.92	(145.64)
Library (Book Fair)	2,576.64	4,227.27	1,650.63
Principal's Fund - Amazon Revenue	692.72	584.66	(108.06)
Reserved Funds	30,000.00	30,000.00	-
Reserved - Water Fountain	-	5,000.00	5,000.00
TOTAL RETAINED FUNDS	<u>123,553.64</u>	<u>132,156.91</u>	<u>8,603.27</u>
TOTAL LIABILITIES & RETAINED FUNDS	<u>125,485.58</u>	<u>135,499.74</u>	<u>10,014.16</u>
	-	-	-

**ORTEGA ELEMENTARY SCHOOL
PARENT TEACHER ORGANIZATION
CHECKING ACCOUNT RECONCILIATION
Bank of America, Account Number 05795-02368
12/3/2017**

Balance per Bank Statement, 12/3/2017		\$145,827.12	A
PLUS: Total of Items received, not yet deposited			

		-	B
LESS: Total Outstanding Checks (Checks not cashed)		(13,205.06)	C

		(13,205.06)	
Adjusted Bank Balance, 12/3/2017		\$132,622.06	
Balance per Check Ledger, 12/3/2017		132,622.06	D
Difference		-	E

- A** - Obtained amount from balance per bank (bank of America online)
- B** - Balance represents total of payments (checks & cash) received but not yet deposited and/or reflected by BofA as of period of time.
- C** - Confirmed that these checks were still outstanding as of the reconciliation date per BofA online.
- D** - Agreed amount to the check ledger.
- E** - As there is no difference between the adjusted bank balance and the ledger balance, the account is reconciled with no exceptions.

