

WILLETT PTA PETTY CASH PHOTOCOPY FORM

AMOUNT RETURNED AFTER EVENT _____ DATE _____

SIGNATURE – EVENT COORDINATOR

AMOUNT COUNTED FOR DEPOSIT _____ DATE _____

SIGNATURE – FINANCIAL SECRETARY

SIGNATURE – VERIFICATION

Income		DRAFT 2017-18	Comments
Administration		Budget	
1	Art Auction	\$ 5,000	
2	Auction Tickets & Sales	\$ 42,000.00	
3	Book Fair-Fall	\$ 5,000.00	(Net income will be
4	Book Fair-Spring	\$ 4,000.00	(Net income will be
5	Box tops	\$ 500.00	
6	Direct Donations	\$ 28,000.00	Upped to \$28k. Ok
7	Family Movie Night	\$ 2,500.00	
8	Fun Run	\$ 7,500.00	Upped to 7500 to ir
9	Outdoor Ed 6th fall	\$ 5,000.00	This category is a pi
10	Outdoor Ed 5th spring	\$ 5,000.00	This category is a pi
11	Pool Party	\$ 500.00	This is a community
12	Script / E-script	\$ 3,000.00	
13	Willett Wear	\$ 3,600.00	
14	Yearbook	\$ 800.00	In line with what w
Total Income		\$ 112,400.00	

Expense			Comments
Administration			
15	1st Grade Bat Pres.	\$ 300.00	
16	1st Grade Dance	\$ 1,200.00	
17	2nd Grade Dance	\$ 1,350.00	
18	3rd Grade Dance	\$ 1,200.00	
19	4th Grade ATOU Assembly	\$ 1,200.00	
20	Active4Me Events	\$ 500.00	
21	Art Enrichment	\$ 5,000.00	New in 17-18. Art i
22	Assemblies	\$ 4,000.00	New in 17-18
23	Auction Expenses	\$ 12,500.00	Increased to accom
24	Book Fair expenses - fall	\$ 2,500.00	
25	Book Fair expenses - spring	\$ 2,000.00	
26	Bravo	\$ 250.00	
27	Chorus	\$ 1,600.00	
28	Creative Writing Club	\$ 300.00	
29	Challenge Club	\$ 500.00	Currently no one to
30	Classroom grants	\$ 8,200.00	
31	Community Building Events	\$ 2,000.00	
32	Directory / Website	\$ 2,400.00	
33	Family Movie Night	\$ 2,500.00	
34	Field Day	\$ 150.00	
35	Fun Run	\$ 4,000.00	
36	Garden of Learning	\$ 300.00	
37	Girls on the Run program	\$ 500.00	New in 17-18. Prog
38	Greater Giving Fees	\$ 800.00	
39	Hospitality	\$ 1,500.00	
40	Kids in Motion	\$ 1,500.00	
41	Library	\$ 7,500.00	Increased budget fr
42	Fund-a-need (Auction)	\$ 10,000.00	
43	Other General and Administrative Expense	\$ 2,000.00	
44	Outdoor Ed - Sly Park, 6th Fall	\$ 5,000.00	
45	Outdoor Ed - Sly Park, 5th Spring	\$ 5,000.00	
46	Parent Education	\$ 530.00	
47	Pool Party Expenses	\$ 500.00	This is a community
48	Playground Equipment	\$ 500.00	
49	Principal	\$ 1,000.00	
50	Salary / Para Educator	\$ 25,000.00	Increased from \$20
51	Special Programs	\$ 1,800.00	
52	Staff Appreciation	\$ 2,000.00	New in 17-18 to co
53	Student Council	\$ 300.00	
54	Taxes and	\$ 535.00	Includes tax prep, t
55	Technology	\$ 5,000.00	
56	Water	\$ 750.00	
57	Willett Wear	\$ 3,200.00	
58	Reserve / Special Items TBD	\$ 2,500.00	Decreased for 17-1:
59	Yearbook	\$ 500.00	
Total Expense		\$ 131,865.00	

Cash Position Summary		
Year Cash Position 16-17	\$ 75,303.00	Actual cash on 6/30
Expected Net 17-18	\$ (19,465.00)	
Expected End of Year Cash Position 17-18	\$ 55,838.00	