

2019 - 2020 PTA Budget Details

Hospitality	Budget Amount: \$10,000
Welcome Back Breakfast for Teachers/Staff	
Moments with Mom	
Donuts with Dad	
Dinner for Teachers during Teacher Conf night	
New Family Involvement Event	
Teacher Treats for December and January	
Teacher Appreciation Week	
<p>NOTES: We raised this budget, from last year's \$3,500, to focus more on the kids, families and staff at Crosswind, directly impacting our Appreciation goal for this year. We wanted to make our Moments with Mom and Donuts with Dad more impactful and fun for our kids and families. Other events that are planned directly impact our teachers, kids and families.</p> <p><i>Per the Tennessee PTA MoneyWise Handbook, that can be found at http://tnpta.org/news/treasurerhandbook.pdf, pages 38-40 Proper use of PTA funds includes:</i></p> <p><i>"Family Involvement Fellowships - Fun nights, puppet shows, magic shows, etc. that are held in an effort to bring about family involvement and participation."</i></p> <p><i>"PTA/School Related Celebrations - Back To School Night, American Education Week, Founder's Day, Teacher Appreciation Week, etc. (Decorations, refreshments, banners, etc.)."</i></p> <p><i>"Hospitality - Refreshments provided for meetings, conferences, public hearings, PTA social activities, etc., including purchase/rental of coffee pots, soft drink coolers, paper ware, etc. "</i></p> <p><i>Per the Tennessee PTA MoneyWise Handbook, page 35:</i></p> <p><i>"...the 3:1 Rule:</i> <i>When planning fundraising activities for the year, remember that there should be at least three projects aimed at helping parents or children or advocating for school involvement for every one fundraising activity. "</i></p>	

Turkey Trot	Budget Amount: \$6,000
Prizes	
<p>NOTES: This budget was raised from last year to provide more and better prizes for the kids and classes. We removed line items like "printing" from this budget so that the majority of these funds go back to the kids. (Printing and communications for this event have been moved to the Admin budget)</p> <p><i>Per the Tennessee PTA MoneyWise Handbook, that can be found at http://tnpta.org/news/treasurerhandbook.pdf, pages 38-40 Proper use of PTA funds includes:</i></p> <p><i>"Fund Raiser Costs - The up-front costs of conducting an acceptable fundraiser. "</i></p>	

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Membership	Budget Amount: \$1,000
Membership Decals	
Membership Drive Rewards (Sidewalk Chalk, Silly string, Indoor/Outdoor Recess items)	
Crosswind Promotional items	
NOTES: Promotional/Branded materials were added to this year's budget because the Board felt promoting our school with these items raised awareness within our community and pride with our students and parents. We love Crosswind and wanted to give our members a way to show it!	
<i>Per the Tennessee PTA MoneyWise Handbook, that can be found at http://tnpta.org/news/treasurerhandbook.pdf, pages 38-40 Proper use of PTA funds includes:</i>	
<i>"Promotional Items - Items given away that promote the school and/or PTA. Pennants, bumper stickers, pencils, pens, banners, key chains etc."</i>	

Volunteers	Budget Amount: \$1,200
Volunteer Appreciation Event	
Folders for Room Parent Handbook	
NOTES: Understanding that our volunteers are the work-engine of our school, we raised this budget, from last year's \$200, to show Appreciation and increase Communications with our volunteers.	
<i>Per the Tennessee PTA MoneyWise Handbook, that can be found at http://tnpta.org/news/treasurerhandbook.pdf, pages 38-40 Proper use of PTA funds includes:</i>	
<i>"Volunteer Appreciation - Celebrations, refreshments, certificates, plaques, etc. to reward ALL of your hard-working volunteers."</i>	
<i>"Committee Expenses - Expenses required for standing, special and Ad Hoc committees to perform their duties. "</i>	

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School Support	Budget Amount: \$32,573.40
64 Teacher Grants	
General School Support Items: Traveling Planetarium, Additional Supplies for classrooms, Supplies for supply bar at Welcome back breakfast, poster boards for art classrooms	
NOTES: The Board felt that more money from the PTA needs to go directly into our classrooms and the kids' experience with learning. Survey results from the 2017-2018 school year, showed that parents wanted Turkey Trot money for the 2018-2019 school year spent 1 st on a playground and 2 nd on teacher mini-grants. Our board felt it was only prudent to use the carryover funds from the 2018-2019 year for teacher mini-grants. Our Board realizes several of these items are included on the cautionary use of PTA funds, however we felt the process put in place that allows the treasurer to audit and review each reimbursement and the guidelines about purchases sent to teachers would safeguard the PTA from improper expenditures. Guidelines sent to teachers included that any non-consumable supply will stay with Crosswind in the event the teacher were to leave the school.	
<i>Per the Tennessee PTA MoneyWise Handbook, that can be found at http://tnpta.org/news/treasurerhandbook.pdf, pages 38-40, these fall under both a proper use of PTA funds and a cautionary use of PTA funds (Please note the Crosswind PTA has purchased many items in years past from the cautionary list, including Promethean Boards, Office Furniture, and a Playground):</i>	
<i>“Basic School Supplies – Textbooks, workbooks, library books, pencils, crayons, poster board, art supplies, chalk, tape, glue, notebooks, etc.” – Cautionary Use</i>	
<i>“Classroom/School Enrichment Programs - Special equipment or special field trips, special cultural arts presentations for activities beyond curricular demands. PTAs must ensure that the equipment or program can be demonstrated to relate to the curriculum. PTAs may fund new and/or experimental programs during the initial year, while evaluating the success of the program. Responsibility for continual funding of successful programs should then be transferred to the local Board of Education. “ – Proper Use</i>	

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General Expenses	Budget Amount: \$29,230
Get Movin' Crew (Fundraising Tool for Turkey Trot)	
Fees (Bank, Insurance, Postage, Start Up, State/National Fees)	
Lifetime Achievement/Benevolence Fund	
Training	
Crosswind PTA Branded Materials	
Admin (Name tags, t-shirts, receipt book)	
Printing	
<p>NOTES: A printing line item was included on this year's budget to increase our Communications school-wide.</p> <p><i>Per the Tennessee PTA MoneyWise Handbook, that can be found at http://tnpta.org/news/treasurerhandbook.pdf, pages 38-40 Proper use of PTA funds includes:</i></p> <p><i>“Reproduction Costs - For PTA-related newsletters, flyers, programs, announcements, etc.”</i></p> <p><i>“Committee Expenses - Expenses required for standing, special and Ad Hoc committees to perform their duties. “</i></p> <p><i>“Awards - Purchase and presentation of certificates, frames, trophies, plaques, etc., for outstanding service by students, teachers, parents, volunteers, administrators, and members of the community; especially awarding of National PTA Life Achievement Award and Tennessee PTA Life Achievement Award. “</i></p> <p><i>“Postage & Stationery - Letterhead, envelopes, stamps, mailing boxes, etc. “</i></p> <p><i>“Promotional Items - Items given away that promote the school and/or PTA. Pennants, bumper stickers, pencils, pens, banners, key chains etc.“</i></p>	