

**Endeavour Elementary PTSA
2024-2025 Proposed Budget**

Priority
1 **100%**
2 **50%**

	2024-2025 Budget	Budget Notes / Questions	3	0%
I. INCOME				
Corporate Sponsors	\$8,250		3	\$0
General Donations	\$1,350	Matching funds for 23-24 were assumed to be Jagathon-related. Extra donations from families.	3	\$0
PayPal Giving Fund	\$1,800		3	\$0
Fundraising Other	\$8,500	Restaurant and shopping events, other (Floral sales, Mariners) Does not include payment to vendors.	3	\$0
Jagathon - Direct Donations	\$60,000	24-25: Jagathon direct donations only	3	\$0
Matching Donations	\$20,000	24-25: A majority of matches are expected to come from Jagathon donations	3	\$0
Spirit Wear	\$2,500	23-24: We spent \$1943 on new inventory and we have \$254 worth of inventory remaining.	3	\$0
Membership Income	\$3,000		3	\$0
PayPal Sales	\$0	Point of sale terminal card reader payments	3	\$0
Yearbook	\$11,500	Yearbook sales	3	\$0
Total Income	\$116,900			
II. ADMINISTRATION				
Paypal Service Fees	\$2,500	23-24 Note: Paypal fees are applied to all online payments at 2.5%	1	\$2,500
Board Discretionary	\$500	Misc. items	2	\$250
Insurance	\$750	AIM Insurance premium - required	1	\$750
Issaquah Council Fee	\$300	24-25: Est. council fees \$300.	1	\$300
Parent Ed - Council Assessment	\$250		1	\$250
PTSA Membership Expense	\$1,600	23-24: This expense is tied to membership income. INCOME: Family (\$25) + Staff (\$10) FEES: \$11.50 per member (increased \$3.50)	3	\$0
PTA Legislative Assembly	\$150		2	\$75
WA State PTA Convention	\$400	Based on \$175/ticket, expecting 2 attendees	2	\$200
Popcorn Machine Maintenance	\$250	23-24: Board members deep cleaned with previously purchased supplies. Machine in good condition. Estimated replacement cost of machine: \$500-1200	3	\$0
PTSA Web Site	\$200	Our School Pages (Website) - annual, \$190 Endeavourptsa.com (domain) - expires 12/27/26 (\$114 for 3 years) Endeavourptsa.com (private registration) - expires 12/27/26 (\$42 for 3 years) Webfowarding for .com - expires 12/27/28 (\$70.60 for 5 years)	1	\$200
Quickbooks Online	\$1,200	24-25: \$98/month	1	\$1,200
Supplies & Post	\$1,500	Paper, QR codes, Mailchimp, etc. for '24-25: Need to account for \$270/annual sign-up genius	2	\$750
Membership Printing Expense	\$500	Printing specifically for communicating with membership, For '24-25: Consider spending this budget on driving membership engagement (yard signs for membership meetings)	3	\$0
Tax Preparation Fees	\$150	\$40 charitable solicitation permit, 10 non-profit corp, 100 tax prep software	1	\$150
Total Administration	\$10,250			
III. AWARDS & RECOGNITION				
Board Recognition	\$500	Used to thank significant individual contributions	3	\$0
Golden Acorn	\$800	Engraving, recipient recognition	2	\$400
Teacher Appreciation	\$3,500	Decorations/signage for staff break room promoting staff lunch events, snack bar, gifting for staff (Staff appreciation week in ~May)	3	\$0
Volunteer Recognition	\$500	Pre-Covid budget = \$1,000. Appreciation/gifting to event and program chairs	3	\$0
Total Awards & Recognition	\$5,300			
IV. EVENTS				
Art Walk	\$1,500		3	\$0
Fall Social	\$3,500		3	\$0
Heritage Night	\$4,000	(8 \$50 grants given in '23-24)	2	\$2,000

Bus Shuttle	\$1,600	3 events (\$530/event)	3	\$0
Custodial Services	\$900	3 events (\$300/event)	3	\$0
Parking Attendant	\$900	3 events (\$300/event) Stipends	3	\$0
Popcorn	\$1,500		3	\$0
Other Event Expenses	\$3,500		3	\$0
Total Event Expense	\$17,400			

V. EXTERNAL DONATIONS & SCHOLARSHIPS				
Donation PTSA	\$1	If a new PTSA is forming, customary to donate \$250 - reeval in '25-26 budget	3	\$0
Influence the Choice	\$500		3	\$0
Issaquah Schools Foundation	\$1,000	\$500 for All in for Kids, \$500 for Nourish Every Mind	3	\$0
Local Outreach	\$300	Planned donations to Echo Glen, Food Bank, ACT	3	\$0
Student Scholarship Assistance	\$2,000	Subsidizes K-5 field trips for students with financial needs. Billed in June - Check with Principal's Secretary. [Art fees are another example]	2	\$1,000
Volunteers Issaquah Schools	\$1,000	Make \$1500 donation 6-9 months prior to a bond/levy. Budget \$1,000 outside of the bond/levy cycle	2	\$500
Postal Services for VIS Outreach	\$175	Make \$175 donation 2-3 months prior to bond/levy timing. Budget \$0 outside of the bond/levy cycle.	1	\$175
Total External Donations / Scholarships	\$4,976			

VI. FUNDRAISING EXPENSES				
Other Fundraising	\$4,000	Payment for fundraisers like Fuschia Baskets and Mariners	3	\$0
Jagathon	\$4,000	Expenses include website, banner, printing, prizes. Does not include PayPal fees which have their own budget	3	\$0
Spiritwear	\$2,500	Initial large sale and one smaller sale (maybe at book fair) where we sell our leftover inventory	3	\$0
Total Fundraising Expenses	\$10,500			

VII. PROGRAM EXPENSES				
Field Day	\$500		2	\$250
5th Grade Graduation	\$500		2	\$250
5th Grade Party	\$4,600	Should plan to pay for prior year's transportation with current year's budget (est. \$750)	2	\$2,300
5th Grade Camp Grant	\$2,000	[As needed in Sep '24: revisit based on what we spent '23-24]	3	\$0
Kinder/FACE Welcome	\$1,000	Includes playdates (~\$100), Jaguar Jumpstart, Tea & Tissues. '24-25: Jag Jumpstart will require more once supply inventory is depleted	2	\$500
Other Program Expenses	\$1,500	As needed, to enable responding to needs during the year. Example: Read Across Endeavour, Math Club	3	\$0
Reflections	\$500	24-25: Consider using funds to market program (yard signs, etc.)	2	\$250
Yearbook	\$7,200	Sold via Dorian, expectation is PTSA makes profit on yearbooks	3	\$0
Total Program Expense	\$17,800			

VIII. SCHOOL NEEDS				
Art Programs - Supplies	\$7,500	Art supplies	2	\$3,750
Art Programs - Non-instructional Time	\$11,000	Coordination/prep/post	2	\$5,500
Assemblies	\$2,500	Author visit ('23-24: \$2000) Taproot anti-bullying (\$1000) Veterans Day reception (\$200) - Pulled forward \$700 from unspent money given to Endeavour in 23-24 (in 25-26: budget \$3200)	2	\$1,250
Building Grant - General	\$2,000	22-23: teacher facility improvements	2	\$1,000
Experiential Grade Level Grants	\$12,000	24-25: \$2,000 per grade level	1	\$12,000
Literacy Enrichment	\$2,500	23-24 Note: Buying decodables for k-2 (3-5th grades used scholastics funds, not this fund) Library WA state award books. Could include subscriptions, grade-specific books (esp. social studies), phonics program, high-interest/low-reading level books	2	\$1,250
PBSES Books	\$3,500	Funds used to purchase ~June for following year's books.	2	\$1,750
Cultural and Racial Inclusion	\$1,500	Could include book purchases, conduct assemblies (Snoqualmie tribe, Daybreak Indian Center?), etc.	2	\$750
Science Enrichment	\$1,500	Garden Program (\$300 ongoing), Science Enrichment (could be assembly) \$1200	2	\$750
Staff Grants	\$12,000	\$300 per (Projecting 40 recipients)	1	\$12,000
Support Fund - Staff Needs	\$3,600	Primarily staff luncheons, '23-24 Note: 3 lunches per year, including staff appreciation (Meet the Teacher, Staff Appreciation and Last day of School)	2	\$1,800
Tier 1 Support - PBSES Focus	\$8,000	24-25: Taproot moved to Assemblies, YMCA-akin \$8000	2	\$4,000

Other School Needs	\$9,000	24-25: New category to distribute across School Needs as they arise (Classroom snacks, art programs, building needs, staff grants and needs etc.)	3	\$0
Total School Needs	\$76,600			

Total Expenses	\$142,826
Total Income	\$116,900
Net '24-25 Operating Income	-\$25,926

RESERVE \$60,050