

Sierra Elementary PTA 2025-2026 Budget			
	BUDGET 2025-2026	BUDGET 2024-2025	ACTUAL 2024-2025
INCOME			
FUNDRAISERS			
Strides for Sierra Gross Revenue			\$ 16,126.77
Strides for Sierra Expenses			\$ (6,641.28)
Strides for Sierra Total Revenue	\$ 17,000.00	\$ 15,000.00	\$ 9,485.49
Read-a-thon Gross Revenue			\$ 31,105.50
Read-a-thon Expenses			\$ (4,686.77)
Read-a-thon Total Revenue	\$ 27,000.00	\$ 20,000.00	\$ 26,418.73
Net Income Fundraisers	\$ 44,000.00	\$ 35,000.00	\$ 35,904.22
OTHER INCOME			
King Soopers	\$ 2,500.00	\$ 1,200.00	\$ 2,794.84
Longmont Dairy	\$ 500.00	\$ 450.00	\$ 291.50
Membership (includes dues & donations less state fees)	\$ -	\$ -	\$ 118.15
Donations	\$ -	\$ -	\$ 719.05
Restaurant/Skate Nights	\$ 2,000.00	\$ 1,800.00	\$ 724.50
Prior Year Activity	\$ -	\$ -	\$ 19.52
Total Other Income	\$ 5,000.00	\$ 3,450.00	\$ 4,667.56
TOTAL INCOME	\$ 49,000.00	\$ 38,450.00	\$ 40,571.78
EXPENSES			
PROGRAMS			
5th Grade Cont/Kinder Grad/Prek Celebrations	\$ 700.00	\$ 700.00	\$ 1,076.76
AMP bulk supplies	\$ 1,500.00		
Arts Night	\$ 700.00	\$ 700.00	\$ 436.69
Classroom Parties	\$ 2,250.00	\$ 2,500.00	\$ 2,063.41
Community Building Events	\$ 2,000.00	\$ 300.00	\$ 1,200.00
Conference Dinners	\$ 2,400.00	\$ 2,400.00	\$ 2,389.51
Discretionary Fund	\$ 500.00	\$ 500.00	\$ -
EXCEL- Extra Curr Enrichment Learning	\$ 6,000.00	\$ 6,000.00	\$ 4,443.00
Field Day	\$ 300.00	\$ 300.00	\$ 266.36
Field Day Popsicles	\$ 250.00	\$ 250.00	\$ 224.61
Ice Cream Social- n/a going forward	\$ -	\$ 400.00	\$ -
Mystery Science Curriculum	\$ 1,500.00	\$ 1,500.00	\$ -
PBIS Fund	\$ 1,000.00	\$ 500.00	\$ 622.14
Reflections	\$ 300.00	\$ 300.00	\$ 336.06
Sabertooth Sprinters- Collections			\$ (2,534.39)
Sabertooth Sprinters- Expenses	\$ 500.00	\$ 500.00	\$ 2,107.13
Science Fair	\$ 1,000.00	\$ 1,200.00	\$ 986.30
Senior Scholarship	\$ 2,000.00		
Sierra Cares	\$ 500.00	\$ 1,000.00	\$ 21.58
Staff Appreciation	\$ 2,000.00	\$ 1,800.00	\$ 2,495.50
Staff Back to School Lunch	\$ 700.00	\$ 700.00	\$ 745.35
Staff Gifts	\$ 300.00	\$ 300.00	\$ 277.60
Staff Wellness/Team Building	\$ 2,000.00	\$ 2,000.00	\$ 1,898.44
Student Grants	\$ 1,000.00	\$ 1,200.00	\$ -
Teacher Education Grant	\$ 2,000.00	\$ 2,000.00	\$ 1,372.68
Teacher Grants	\$ 1,000.00	\$ 1,000.00	\$ 1,590.73
Teacher Supply Grant	\$ 1,500.00	\$ 1,500.00	\$ 960.01
Technology Grant	\$ 10,000.00	\$ 4,000.00	\$ 4,000.00
Volunteer Appreciation	\$ 350.00	\$ 350.00	\$ 150.00
Yearbook	\$ 100.00	\$ 100.00	\$ (154.75)
Zearn Curriculum	\$ 2,500.00		
Prior Year Activity		\$ -	\$ 177.00
Enrichment Fund		\$ -	\$ 56,778.15
Total Program Expenses	\$ 46,850.00	\$ 34,000.00	\$ 83,929.87
ADMINISTRATIVE			
Bank Fees	\$ 100.00	\$ 100.00	\$ -
Bonding & Insurance	\$ 255.00	\$ 255.00	\$ 255.00
Calendar Magnets	\$ 500.00		
Copy Charges	\$ 350.00	\$ 350.00	\$ 310.70
Misc.	\$ 100.00	\$ 500.00	\$ 721.80
Office Supplies	\$ 200.00	\$ 200.00	\$ 200.00
Postage	\$ 50.00	\$ 50.00	\$ -
PTA Conference	\$ 100.00	\$ 120.00	\$ -
Tax Return Filing and CO Renewal	\$ 95.00		\$ 95.00
Website	\$ 400.00	\$ 350.00	\$ 432.00
Total Administrative Expenses	\$ 2,150.00	\$ 1,925.00	\$ 2,014.50
TOTAL EXPENSES	\$ 49,000.00	\$ 35,925.00	\$ 85,944.37
NET INCOME & EXPENSE	\$ -	\$ 2,525.00	\$ (45,372.59)

Attachment to 2025-2026 Budget:

Description of Expense Items

For each of the expense items detailed below, unless otherwise noted, reimbursements will be made by approval of the Treasurer, together with the Committee Chair, if applicable, or President. Any reimbursement request over \$100.00 must be approved by the President. If reimbursement approval is required by a majority of the Sierra PTA Board¹ ("Board") or a majority of the Sierra PTA Membership² ("Membership") that is noted within the expense description.

5th Grade Continuation/Kindergarten Graduation/Preschool Celebrations

These funds may be used for food, refreshments, and decorations for 5th Grade Continuation and Kindergarten Graduation receptions, and supplies for Preschool end-of-year celebrations. 5th Grade Continuation and Kindergarten Graduation are allocated \$200 each. Preschool end-of-year celebrations are allocated \$300 (\$100 per class.)

AMP bulk supplies

These funds may be used to purchase bulk school supplies that cover the needs of Art, Music, and PE classes. Supplies will be purchased through 1st Day School Supplies while they are the vendor of Sierra school supply kits.

Arts Night

These funds may be used on materials or entertainment for Arts Night, the annual event hosted by Sierra's Art teacher with help from Sierra PTA.

Classroom Parties

These funds may be used by each classroom's room parent(s) for the classroom Halloween and Valentine's Day Party. Each classroom is allocated \$5 per student for the entire year to be used at the discretion of the room parent. Requests for physical donations of supplies and food from classroom families are encouraged, but monetary donations will not be accepted.

Community Building Event

These funds may be used to purchase items necessary for events that foster community within Sierra families. Each community event must be pre-approved by the Board. Once approved, individual reimbursements from this line item are made without approval from the Board.

Conference Dinners

These funds may be used to purchase food, refreshments, and supplies necessary to provide three dinners to Sierra teachers and staff during fall and spring parent-teacher conferences. This amount will cover two dinners for fall conferences and one dinner for spring conferences. Additional supplies can be donated, but monetary donations will not be accepted.

¹ Sierra PTA Board consists of the President, VP Membership, VP Community Events, VP Committees, Treasurer, Secretary, and Room Parent Liaison.

² Sierra PTA Membership consists of dues-paying members in attendance at the general meeting when the funding request is considered.

Discretionary Fund

These funds will be used at the discretion of the PTA Board to increase an existing budget item as needed. These funds can only be used for funds directly benefiting a student(s). This is to avoid de minimis amounts of insufficient funding as circumstances change throughout the year. Board approval is required and any amounts used from this fund will be disclosed during the financial update at the next PTA general meeting. *(An example for this fund is if enrollment for Science Fair increased dramatically from one year to the next, and extra funds are needed so each participant can receive a participation shirt. Etc,)*

EXCEL Grants (Extra Curricular Enrichment Learning)

These funds may be used to provide enrichment opportunities for students. They can be used for field trips or other programs, but not for supplies. The funds are eligible as follows: \$2,000 for a program that benefits the entire school, \$500 for a program that benefits the grade level, and \$250 each for programs that benefit Art, Music, PE, and SSN. Any funds remaining in this account on March 1st are no longer subject to these dollar restrictions. These funds must be approved by the Board.

Field Day

These funds may be used to cover the cost of supplies and activities for Field Day.

Field Day Popsicles

These funds may be used to purchase popsicles for students on Field Day.

Mystery Science

These funds may be used to purchase an annual school-wide subscription for Mystery Science curriculum.

PBIS Fund (Positive Behavioral Interventions and Supports)

These funds may be used to purchase ROAR ticket prizes, resources for teaching expectations, tools for Pause Pads and other items used to incentivize positive student behavior.

Reflections

These funds may be used to purchase supplies, awards, and refreshments for Sierra students who participate in the Colorado PTA sponsored art contest.

Sabertooth Sprinters Running Club

These funds may be used to purchase necklaces, charms, and other supplies to operate Running Club.

Science Fair

These funds may be used to purchase participant t-shirts and awards for the annual science fair.

Senior Scholarship

These funds may be used as scholarship awards to two recipients. Scholarship applications will be reviewed by the Board to determine final recipients.

Sierra Cares

These funds may be used to assist any Sierra family facing extreme difficulties due to illness or other circumstances. These funds require approval of the President after a request is made. Any request over \$100 requires approval of the Board. The identity of the requestor will remain anonymous.

Staff Appreciation

These funds may be used to cover 3-4 coffee truck days in addition to a staff appreciation week in the spring. The appreciation week might include food, refreshments, activities, supplies, and gifts to show support of all Sierra staff.

Staff Back to School Lunch

These funds may be used to purchase food, refreshments, and supplies necessary to provide lunch for Sierra teachers and staff before the first day of school.

Staff Gifts

These funds may be used to provide gifts to teachers and staff at significant life events including, but not limited to, birth, adoption, wedding, death, or retirement. Each gift requires approval by the Board.

Staff Wellness/Team Building

These funds may be used by and at the discretion of the Sierra administration to establish a positive culture through building trust and stronger relationships among staff and community.

Student grants

These funds may be used to cover school fees for any student who needs assistance. If the request is under \$100, these funds may be approved by the Treasurer and the check co-signer at the request of Sierra staff. The recipient will remain anonymous.

Teacher Education Grants

These funds may be used by Sierra teachers for continuing education. If the teacher/staff member would like to take college level classes for personal development, their reimbursement is limited to \$200/year. Use of these funds are on a first come-first served basis. These funds must be approved by the Board.

Teacher Grants

These funds may be used for any item(s) a teacher needs to run his or her classroom. Use of these funds are on a first come-first served basis. Each request must be submitted by the teacher and approved by the Board.

Teacher Supply Grant

These funds may be used to compensate teachers for supplies purchased for their classrooms out of their personal funds. The funds are limited to \$100 per classroom, and are available on a first come-first served basis.

Technology Grant

These funds may be used to purchase any technology to be used by Sierra staff and students. Technology includes chromebooks, Mimio boards, staff laptops, and software. The funds must be approved by the Board.

Volunteer Appreciation

These funds may be used to host an event, or purchase small gifts to recognize volunteers for their time and effort supporting Sierra PTA.

Yearbook

These funds may be used to cover excess costs relating to the yearbook production. Any reimbursement over \$100 must be approved by the Board.

Zearn Curriculum

These funds may be used to purchase an annual school-wide subscription for Zearn math curriculum.

Enrichment Fund

If funds in our bank account exceed \$10,000 at fiscal year end June 30, the excess will be considered an enrichment fund to be distributed throughout the following school year. Use of these funds must be approved by the Membership after proposal presentations at general meetings.

Administrative

These funds may be used as described in the budget. If the request is under \$100, these funds may be approved by the Treasurer and the check co-signer.

Description of Income Items

Membership

Net income from individual and family Sierra PTA membership dues received, less dues per member due to Colorado PTA, less dues for all teacher memberships. The Sierra PTA covers the dues for any Sierra Elementary Teacher that submits a membership request.