

## SBTA Budget 2017-2018 Plus Handbook

	A	B	D	E	F
2		<b>INCOME</b>			<b>DESCRIPTION</b>
3			<b>2016-2017</b>	<b>2017-2018</b>	
5					Dues = (.0045)(step 1 column B per diem)(work year) [drop all cents] = (.0045)(292)(184) = \$242
6	40-000	Member and Non-member Dues	650,265	681,472	
7	43-300	Rent			Total Dues = (Dues)(#FTE) = (242)(2816) = \$681472
8	43-320	MetLife			none
9	43-340	Comm. Col. Assoc.			none
10	43-360	Income from Recycling			none
11	44-400	Uni-Serv Rebates	29,500	30,000	Rebates from CTA/NEA for UniServ expenses
12	45-500	Interest	500	500	Interest received from CDs, Money Market Accounts
13	48-600	Grants/Special Projects	24,527	17,745	IFT Grant Carryover
14	48-800	Sinking Building Fund			Must budget repayment.
15		<b>TOTAL</b>	<b>\$704,792</b>	<b>\$729,717</b>	
17		<b>EXPENSES</b>			<b>DESCRIPTION</b>
18	<b>60-000</b>	<b>SUPPORT PROGRAM</b>	<b>2016-2017</b>	<b>2017-2018</b>	
19		Office Operations			
20	60-110	Supplies	25,000	25,000	office supplies: paper, writing utensils, copier/printer ink, ballots, etc.
21	60-120	Postage	4,000	4,000	postage meter mailings, certified mailings, etc.
22	60-130	Kitchen	8,000	8,000	food, snacks, drinks, utensils, coffee, cleaning supplies, etc.
23	60-140	Subscriptions	1,000	1,000	CTA publications, Ed Code, West Law, Notary renewal every 4 years
24		Equipment			
25	60-151	Purchase	500	1000	equipment (copier, riso, microphones etc) not including computers
26	60-152	Repair	1000	1,000	any potential/unexpected repairs
27	60-153	Contracts	5,000	5,000	business machines, scantron
28	60-154	Copier / RISO Lease	15,000	15,000	lease on the copier for \$591/month and RISO \$398/mo.
29		Computer Systems			
30	60-161	Purchase/Upgrades	3,000	3,000	computers, laptops, printers
31	60-162	Maintenance /Contracts	2,000	2,000	\$1200/yr for webmaster to upkeep office technology
32	60-163	Software	1000	1000	software for computers: new and updates
33	60-170	Accounting Services	7,000	7,000	accountant fee for annual audit; PAYCHEX fee for paychecks
34		Personnel			
35	60-210	Salary	108,456	115,000	salary/overtime for Sharon and Maxine
36	60-220	FICA	9,870	10,110	7.65% salary - social security + 1.45% salary - medicare
37	60-230	Benefits	48,805	49,993	45% of salary
38	60-240	Retirement	30,368	31,107	28% of salary
39	60-250	FUI/SUI	792	811	0.73% of salary; Federal Unemployment Ins / State Unemployment Ins
40	60-260	VDI/SDI	500	500	flat set amount; Voluntary Disability Ins / State Disability Ins
41	60-270	Workers Comp	1,500	1,500	for any workers comp claims
42	60-280	Staff Expense	1,000	1,000	office staff expenses, notary public training/fees
43	60-290	CTA Billing Reconciliation			
44		Facilities			
45	60-300	Mortgage	0	0	building mortgage - no more mortgage!!
46	60-310	Insurance	10,000	10,000	flood & structure insurance (annual costs)
47	60-320	Property Tax	8,000	9,000	\$3904 bi-annually
48	60-330	Maintenance	7,000	7,000	cost of building upkeep; paint, carpet, fencing, etc.
49	60-340	Janitorial	4,400	4,400	\$400/month
50	60-350	Landscaping	3,400	3,400	\$230/month + \$600 annual tree trimming
51	60-360	Utilities	20,000	20,000	gas, electric, water, etc.
52	60-370	Telephone	12,000	12,000	telephone for building and President, wireless internet connection
53	60-380	Furniture	2000	2,000	any new building furniture; desks, chairs, tables, white boards, etc.
54	60-390	Security	3,000	3,000	security system - PSI Security
55		Capital Accounts			
56	60-450	Special Projects	0	0	grants under 48-800 used for projects - none at this time
57	60-455	Possible Future Real Estate	34400	39823	
58	60-460	Contingency	1211	0	
59		<b>Total Support Program</b>	<b>\$379,202</b>	<b>\$393,644</b>	

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61	<b>62-000</b>	<b>GOVERNANCE PROGRAM</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>DESCRIPTION</b>
62		Representative Council			
63	62-110	Meetings	7,000	10,000	May rep dinner
64	62-130	Elections	500	500	food for committee when preparing/counting ballots
65	62-140	Membership	3420	4500	2 checks @ \$30: new member sign up & 100% schools for 9 mtgs \$ for
66	62-141	Membership Plaques	0	0	100% membership recognition given at May rep council
67	62-150	Super Rep	2,500	3,000	approx. 10 winners @ \$100 + \$25 gift card for Rep of Month awards
68		Board of Directors			
69	62-210	Meetings	3,000	4,000	dinner at board meetings
70	62-220	Leadership Training	7,500	7,500	cost for board member trainings @ \$500 per board member
71	62-230	Annual Planning Mtg.	1000	1000	board planning retreat
72	62-240	Exec. Brd. Expenses	2,400	7,500	\$200 each - 12 board members for site visits/school board contact
73		Executive Officers			
74		President			
75	62-311	Car Allowance	6,480	6,420	\$535/month car allowance at IRS rate (0.535 per mile) 1000 miles /month
76	62-312	Release Time	32,000	32,000	contractually, SBTA pays the district 1/2 the average teacher salary
77	62-313	Extra Work Days	15,391	15,788	31 Extra Work Days (can be up to 31 paid by SBTA @ per diem)
78	62-320	Expenses	3,000	4,000	expenses not covered elsewhere
79	62-330	Pres. Conference	1,000	1,000	annual CTA Presidents Conf in Asilomar, CA
80	62-340	NCUEA Conference	2,500	2,500	fall (December) & summer (June) conferences
81	62-350	Vice-Pres. Expenses	1,500	1,500	expenses not covered elsewhere
82	62-360	Secretary Expenses	1000	1,000	expenses not covered elsewhere
83	62-370	Treasurer Expenses	1000	1,000	expenses not covered elsewhere
84	62-400	NEA-RA	37,050	37,050	Fund 19 local delegates @ \$1950 each plus pre-conf.
85		<b>Total Governance Program</b>	<b>\$ 128,241</b>	<b>\$ 140,258</b>	
86	<b>65-000</b>	<b>CONTRACT PROGRAM</b>			
87	65-100	Negotiations Team	3,500	3,500	meals for negotiations team during bargaining
88	65-200	Meet and Consult	1500	1500	materials, meals for negotiations team for meet and consults
89	65-300	Bargaining Support Comm.	0	0	signs, banners, etc for bargaining organizing
90	65-400	Grievance Committee	6,000	6,000	\$500/mo stipend to grievance chair
91	65-500	Arbitration	1,500	1,500	initial monies needed for grievances sent to arbitration
92	65-600	Issue Organizing	1500	2500	meetings, materials, conferences, etc for any union issue
93	65-700	Summer Institute	5,000	3,000	send member(s) for bargaining strand
94		<b>Total Contract Program</b>	<b>\$ 22,000</b>	<b>\$ 19,000</b>	
95	<b>68-000</b>	<b>LEADERSHIP PROGRAM</b>			
96	68-100	SBTA Leadership Training	5000	5,000	dinners, materials, etc. for SBTA trainings (usually after rep councils)
97	68-200	Fall Rep Leadership Acdmy.	45,000	45,000	elected reps and alts (approx 120) to attend in Fall 2016
98	68-300	San G Leadership / Minority Conf.	1,500	2,000	send/pay only for grievance/treasurer/elections & EMLD
99	68-400	Region IV Leadership Conf.	0	1,000	send/pay for member(s) to encourage involvement/leadership
100	68-500	Urban Issues Conference	1500	1,500	send members to conference 3 @ \$500
101	68-550	Good Teaching Conference	500	500	
102	68-600	NEA Summit	1,000	1,500	NEA West Summit 2 @ \$500
103	68-700	Association Release Days	13,000	14,200	contractual payment @ long term sub rate for 100 days (\$130/day)
104	68-800	Member Relations	8,000	8,000	gift for all members recognizing Day of The Teacher
105	68-900	Committee Meetings	500	500	committee dinner, committee chair dinner
106		<b>Total Leadership Program</b>	<b>\$ 76,000</b>	<b>\$ 79,200</b>	
107	<b>71-000</b>	<b>IPD PROGRAM</b>			
108	71-100	School Safety Committee.	200	500	committee expenses, training, materials, etc.
109	71-200	IPD Committee	4,500	4,500	expenses for conferences, materials, prof. development
110	71-220	IFT Grant	24,527	17,745	contingent on specifications of grant
111	71-320	BRIDGES Conference	0	2,000	provides Breakfast and Lunch for BRIDGES participants
112	71-340	SBTA Scholarship	5,700	5,700	\$2 per member allotted for scholarships to dependents of members
113		School Change			
114	71-420	Projects and Programs	500	0	monies can be used for any issue related to school change
115	71-440	Summer Institute	0	0	send member(s) to attend school change strand
116	71-460	Community Relations	3,000	3,000	expenses for committee events, donations to community events
117	71-500	Membership Committee	3,500	3,500	expenses for conferences, new teacher materials/events
118	71-600	Special Education Committee	500	1000	committee expenses, training, materials, etc.
119	71-700	Support Services Committee	0	0	committee not active
120	71-800	Workplace Advocacy Committee.	0	0	committee expenses, training, materials, etc.
121	71-900	Success Day Committee	0	0	Event for successful alumni to visit schools / reception (every 4 years)
122		<b>Total IPD Program</b>	<b>\$ 43,803</b>	<b>\$ 37,945</b>	

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	A	B	D	E	F
123	<b>74-000</b>	<b>POLITICAL ACTION</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>DESCRIPTION</b>
124	74-100	Lobbying	300	300	state/federal lobbying (CTA President's Lobby Day)
125		Page Committee			
126	74-220	Transfer to PAGE I/II	26,011	27,259	4% of member dues 40-000
127	74-240	Regional PAC Academy	500	500	send member(s) for polical interest/information/organizing
128		<b>Total PA/Lobbying Program</b>	<b>\$ 26,811</b>	<b>\$ 28,059</b>	
129	<b>75-000</b>	<b>RETIREMENT PROGRAM</b>			
130	75-100	Retirement Committee	1000	1000	presenters, materials, meals for retirement workshops
131		<b>Total Retirement Program</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	
132	<b>76-000</b>	<b>SOCIAL PROGRAM</b>			
133	76-100	WHO Awards	180	180	payment for up to three (3) WHO winners / Pres to attend
134	76-200	MONTE Awards	8,000	8,000	banquet; pay for MONTE winners, retirees, Supt, School Board Pres.
135	76-300	Retirement	3,000	3,000	retirement bells gift to retirees, one year membership to CTA/NEA-R
136	76-400	Social	7,000	7,000	for GEM/PPP, plays, social events, babysitting, site visits
137	76-500	Recognition: flowers, gifts etc.	1500	1500	funerals, weddings, illness, celebration occasions
138		<b>Total Social Program</b>	<b>\$ 19,680</b>	<b>\$ 19,680</b>	
139	<b>78-000</b>	<b>HUMAN RIGHTS PROGRAM</b>			
140	78-100	Human Rights Committee	500	500	committee expenses, training, materials, etc.
141	78-110	Human Rights Conf.	3,000	3,000	payment for committee members attendance @ conference
142	78-120	Asian Pacific Islander Conf.	0	0	send member(s) to conference
143	78-130	Hispanic Conf.	0	0	send member(s) to conference
144	78-140	African Amer. Conf	0	0	send member(s) to conference
145	78-200	GLBT		1500	send 3@ \$500.00
146		<b>Total Human Rights Program</b>	<b>\$ 3,500</b>	<b>\$ 5,000</b>	
147	<b>81-000</b>	<b>COMMUNICATIONS PROGRAM</b>			
148	81-100	News & Views	0	0	all issues published/printed "in house"
149	81-200	Web-Page	2700	2700	CTA reimbursement for internet - incentive for having web page
150	81-300	Summer Institute	0	0	send member(s) to attend communication strand
151		<b>Total Communications Program</b>	<b>\$ 2,700</b>	<b>\$ 2,700</b>	
152	<b>89-000</b>	<b>SBTA MEMBERSHIPS</b>			
153	89-100	S. B. Chamber of Commerce	210	210	annual subscription + Labor Poster
154	89-200	NCUEA	421	421	annual membership dues
155	89-300	CCUEA	100	100	annual membership dues
156	89-400	Community Breakfast	0	0	hold a community breakfast to build relationships
157	89-500	Other	2500	2500	community sponsorships/SBTA Donations & Advertisments
158		<b>Total SBTA Memberships</b>	<b>\$ 3,231</b>	<b>\$ 3,231</b>	
159					
160		<b>Total Expenses</b>	<b>\$704,792</b>	<b>\$ 729,717</b>	
161		<b>SUMMARY</b>			
162		<b>TOTAL INCOME</b>	<b>\$704,792</b>	<b>\$729,717</b>	
163		<b>TOTAL EXPENSES</b>	<b>\$704,792</b>	<b>\$ 729,717</b>	
164					
165					