

SBTA Budget Handbook

INCOME			184 Work Year (MOU Passes)
		2009-2010	DESCRIPTION
40-000	Member and Non-member Dues	595650	Dues = (.0045)(step 1 column B per diem)(work year) [drop all cents] = (.0045)(253.25)(184) = \$209
43-300	Rent		Total Dues = (Dues)(#FTE) = (209)(2850) = \$595,650
43-320	MetLife		none
43-340	Comm. Col. Assoc.		none
43-360	Service Center		none
44-400	Uni-Serve Rebates	30000	Rebates from CTA/NEA for UniServ expenses
45-500	Interest	600	Interest received from CDs
48-600	Grants/Special Projects		None at this time
48-800	Sinking Buiding Fund		Separate Revolving Savings Acct for building repairs. Must budget repayment.
	TOTAL	\$ 626,250	
EXPENSES			
60-000	SUPPORT PROGRAM	2009-2010	
	Office Operations		
60-110	Supplies	21000	office supplies: paper, writing utensils, copier/printer ink, etc.
60-120	Postage	1500	postage meter mailings (elections - special services)
60-130	Kitchen	5000	food, snacks, drinks, utensils, coffee, cleaning supplies, Costco orders, etc.
60-140	Subscriptions	1000	CTA publications, magazines, Ed Code, West Law, The Sun, Press Enterprise
	Equipment		
60-151	Purchase	1000	equipment (copier, riso, shredder, microphones etc) not including computers
60-152	Repair	200	any potential/unexpected repairs
60-153	Contracts	2500	business machines, scantron, ballots
60-154	Copier / RISO Lease	13000	we lease the copier for \$591/month and RISO \$398/mo.
	Computer Systems		
60-161	Purchase/Upgrades	1000	computers, laptops, printers
60-162	Maintenance /Contracts	1200	\$1200/yr for M. Nicholson to upkeep office technology
60-163	Software	200	software for computer: publisher
60-170	Accounting Services	5700	accountant fee for annual audit; PAYCHEX fee for Pres/Grievance paychecks
	Personnel		
60-210	Salary	133980	salary/overtime/step increase for Sharon, Maxine, and Carol
60-220	FICA	12192	7.65% salary - social security + 1.45% salary - medicare
60-230	Benefits	60291	45% of salary
60-240	Retirement	37514	28% of salary
60-250	FUI/SUI	978	0.73% of salary ; Federal Unemployment Insurance / State Unemployment Ins
60-260	VDI/SDI	500	flat set amount; Voluntary Disability Insurance / State Disability Insurance
60-270	Workers Comp	1500	for any workers comp claims
60-280	Staff Expense	200	office staff expenses, notary public training/fees
60-290	CTA Billing Reconciliation		
	Facilities		
60-300	Mortgage	38280	building mortgage \$3190/month
60-310	Insurance	7000	\$1265 flood; \$4100 structure (annual costs)
60-320	Property Tax	9100	\$4544 bi-annually
60-330	Maintenance	3000	cost of building upkeep; paint, carpet, fencing, etc.
60-340	Janitorial	4800	\$400/month
60-350	Landscaping	3000	\$220/month + \$300 annual tree trimming
60-360	Utilities	14000	gas, electric, water, etc.
60-370	Telephone	11000	telephone for building and President, wireless internet connection, cable
60-380	Furniture	500	any new building furniture; desks, chairs, tables, white boards, etc.
60-390	Security	1500	security system - PSI Security
	Capital Accounts		
60-450	Special Projects		grants under 48-800 used for projects - none at this time
60-455	Building Fund Repayment		
60-460	Contingency	553	
	Total Support Program	\$ 393,188	

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62-000	GOVERNANCE PROGRAM	2009-2010	
	Representative Council		
62-110	Meetings	5500	\$20/month for gift cards, June rep dinner, 3 bulletin board awards @ \$50 each
62-130	Elections	300	food for committee when preparing/counting ballots, site incentives
62-140	Membership	990	3 checks @ \$30 each for 90-100% schools for 11 rep council meetings
62-141	Membership Plaques	800	100% membership plaques given at June rep council
62-150	Super Rep	2100	portion of local dues paid back to super reps - approx. 14 winners @ \$150
	Board of Directors		
62-210	Meetings	2000	dinner at board meetings
62-220	Leadership Training	10000	cost for up to 2 conferences for each board member
62-230	Annual Planning Mtg.	4000	May board planning retreat
62-240	Exec. Brd. Expenses	600	\$50 available to 12 board members for site visits/school board contact goodies
	Executive Officers		
	President		
62-311	Car Allowance	7200	\$600/month car allowance
62-312	Release Time	32000	contractually, SBTA reimburses the district 1/2 the average teacher salary
62-313	Extra Work Days	8346	21 Extra Work Days [up to 31 extra work days paid by SBTA @ per diem]
62-320	Expenses	3000	expenses not covered elsewhere
62-330	Pres. Conference	900	annual CTA presidents conf in Asilomar, CA (President only)
62-340	NCUEA Conference	2000	fall (December) & summer (June) conference (President only)
62-350	Vice-Pres. Expenses	750	expenses not covered elsewhere
62-360	Secretary Expenses	250	expenses not covered elsewhere
62-370	Treasurer Expenses	250	expenses not covered elsewhere
62-400	NEA-RA	25500	Fund 15 local delegates @ \$1700 each. Optional pre-conferences included.
	Total Governance Program	\$ 106,486	
65-000	CONTRACT PROGRAM		
65-100	Negotiations Team	500	breakfast, lunch for negotiations team during bargaining
65-200	Meet and Consult	200	materials, meals for negotiations team for meet and consults
65-300	Bargaining Support Comm.	50	signs, banners, etc for bargaining organizing
65-400	Grievance Committee	4500	\$375/mo stipend to grievance chair
65-500	Arbitration	1500	initial monies needed for grievances sent to arbitration
65-600	Issue Organizing	100	meetings, materials, conferences, etc for any union issue
65-700	Summer Institute	500	send member(s) for bargaining/grievance strand
	Total Contract Program	\$ 7,350	
68-000	LEADERSHIP PROGRAM		
68-100	SBTA Leadership Training	500	dinners, materials, etc. for SBTA trainings (usually after rep councils)
68-200	Fall Rep Leadership Acdmy.	40000	send/pay for elected reps and alts (approx 120) to attend in September
68-300	San G Leadership / Minority Conf.	500	send/pay only for reps unable to attend Fall Rep Leadership
68-400	Region IV Leadership Conf.	500	send/pay for member(s) to encourage involvement/leadership
68-500	Urban Issues Conference	500	send member(s) (not on a committee) to encourage involvement
68-550	Good Teaching Conference	500	send member(s) (not on a committee) to encourage involvement
68-600	Pacific Regional Conf.	900	send President only (location changes annually)
68-700	Association Release Days	13000	payment @ long term sub rate for 100 days (\$130/day)
68-800	Member Relations	5700	gift for all members recognizing Day of The Teacher \$2/member
68-900	Committee Meetings	1000	committee dinner, committee chair dinner
	Total Leadership Program	\$ 63,100	
71-000	IPD PROGRAM		
71-100	School Safety Committee		committee has not been active for several years
71-200	IPD Committee	2500	monies used by committee - conferences, materials, prof. development
	Scholarship		
71-320	MLK Scholarship		
71-340	SBTA Scholarship	5700	\$2 per member allotted for scholarships to dependents of members
	School Change		
71-420	Projects and Programs	100	monies can be used for any issue related to school change
71-440	Summer Institute	500	send member(s) to attend school change strand
71-460	Community Relations	3000	advertisements in local papers, donations to community events
71-500	New Member Committee	2000	monies used by committee - conferences, new teacher materials/events
71-600	Special Education Committee		committee not active
71-700	Support Services Committee		committee not active
71-800	Adult/Voc. Education Comm.		committee not active
71-900	Success Day Committee	1500	Function with District for successful alumni to visit schools / reception
	Total IPD Program	\$ 15,300	

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74-000	POLITICAL ACTION	2009-2010	
74-100	Lobbying	300	state/federal lobbying
	Page Committee		
74-220	Transfer to PAGE I/II	23826	4% of member dues 40-000
74-240	Regional PAC Academy	500	send member(s) for polical interest/information/organizing
	Total PA/Lobbying Program	\$ 24,626	
75-000	RETIREMENT PROGRAM		
75-100	Retirement Committee	500	presenters, materials, meals for retirement workshops
	Total Retirement Program	\$ 500	
76-000	SOCIAL PROGRAM		
76-100	WHO Awards	400	payment for up to three (3) WHO winners / President to attend dinner/awards
76-200	MONTE Awards	5000	retirement dinner; pay for MONTE winners, retirees, Supt, School Board Pres.
76-300	Retirement	750	retirement bells gift to retirees, one year membership to NEA-R
76-400	Social	6000	\$400/mo for TGIF, plays, social events, babysitting, disneyland/movie tickets
76-500	Recognition: flowers, gifts etc.	300	funerals, weddings, illness, celebration occasions
	Total Social Program	\$ 12,450	
78-000	HUMAN RIGHTS PROGRAM		
78-100	Human Rights Committee	250	monies used by committee / BRIDGES breakfast
78-110	Human Rights Conf.	1000	payment for committee members attendance @ conference
78-120	Asian Pacific Islander Conf.	250	send member(s) to conference
78-130	Hispanic Conf.	250	send member(s) to conference
78-140	African Amer. Conf	250	send member(s) to conference
78-200	Teachers for Tomorrow		
	Total Human Rights Program	\$ 2,000	
81-000	COMMUNICATIONS PROGRAM		
81-100	News & Views		all issues published/printed "in house"
81-200	Web-Page		CTA reimbursement for internet - incentive for having web page
81-300	Summer Institute	500	send member(s) to attend communication strand
	Total Communications Program	\$ 500	
89-000	SBTA MEMBERSHIPS		
89-100	S. B. Chamber of Commerce	350	annual subscription
89-200	NCUEA	300	annual membership dues
89-300	CCUEA	100	annual membership dues
89-400	Community Breakfast		
89-500	Other		
	Total SBTA Memberships	\$ 750	
	Total Expenses	\$ 626,250	
SUMMARY			
	TOTAL INCOME	\$ 626,250	
	TOTAL EXPENSES	\$ 626,250	