SEA Budget Memorandum

To: SEA Membership

From: Cynthia Dressler, Budget Committee Chairperson

Budget Committee Members: Lori Mobley - President; Cynthia Dressler - Vice President & Budget Committee Chairperson; Michelle Meyers - Treasurer; Kara Zielinski - Secretary; Sue Hindenburg - Membership Co-Chair; Michelle Mason - Membership Co-Chair; Adriana Caballero - Member; Ben Gray - UniServ Director; Amanda Silverman - Member

Re: Motion to Approve 2024-2025 SEA Budget

Date: May 13, 2024

It is the recommendation of the Budget Committee, in conjunction with SEA Executive Board approval, to present the attached budget to the membership for approval at the Representative Assembly Meeting on Monday, May 13, 2024.

2022-2023		**2023-2024**	
Budget:	$144,430.00	**Budget:**	$155,820.00
Actual Audited Expense as of July 31, 2022:	$112,770.38	**Actual Audited Expense as of July 31, 2023:**	$118,895.19
Fund Balance as of August 1, 2022 (Checking + Savings + Jason Eliasek Scholarship, does not include PAC funds):	$271,694.82	**Fund Balance as of August 1, 2023 (Checking + Savings + Jason Eliasek Scholarship, does not include PAC funds):**	$278,804.63
Fund Balance as of March 13, 2023 :	$258,900.39	**Fund Balance as of March 18, 2024 :**	$259,867.18
Full Time (FT) = 51% - 100% *Part Time (PT) = 50% and below*		*Full Time (FT) = 51% - 100%* *Part Time (PT) = 50% and below*	
2022-2023 Membership as of SEA Budget Committee Meeting March 13, 2023:	1,388 - FT 12 - PT	**2023-2024 Membership as of SEA Budget Committee Meeting March 13, 2023:**	1400 - FT XXX - PT
Dues: 2023-2024	FT - $83.00 PT - $41.50	**Dues: 2024-2025**	FT - $83.00 PT - $41.50
Projected Dues Revenue for 2023-2024:	1,350 (FT) **TOTAL = $112,050**	**Projected Dues Revenue for 2024-2025:**	1,400 (FT) **TOTAL - $116,200**

Proposed 2024-2025 Budget

Proposed Budget: $ 157,723.48 **Budget proposal increase: 1.2%**

Proposed Dues for 2024-2025:

Maintain Full Time SEA dues @ **$83*** x 1400**	$ 116,200
Maintain Part Time SEA dues @ **$41.50*** x **0****	$ 0
Interest on Savings (current interest + anticipated through July)	$ 40
Transfer from Savings	$ 41,483.48 (as needed)
TOTAL 2023-2024 BUDGET	$ **157,723.48**

*Local dues were $84 in 2003-2004. Dues were decreased to $79 in 2004-2005 and remained at this level through 2010. Dues were increased to $85 in 2011 and have remained the same since. Dues were decreased in 2023-2024 to $83. Local dues of the Association shall be set annually by the Representative Assembly and shall not exceed .00275% of the base salary.
**Anticipated full-time equivalent membership for 2024-2025.
***Anticipated part-time equivalent membership for 2024-2025.

Budget Line Item Notes:

LINE ITEM	DESCRIPTION/VARIANCE/RATIONALE

100 OPERATIONS/GOVERNANCE

110s	OFFICER'S EXPENSES
111	$60,002.00 (based on 1/2 of current President's salary of proposed budget year)
112	Increased by $81.00 (formula per SEA Handbook: 8% of the Step One/Bachelor's base salary + TRS%)
113	Increased by $81.00 (formula per SEA Handbook: 8% of the Step One/Bachelor's base salary + TRS%)
114	Increased by $81.00. (formula per SEA Handbook: 8% of the Step One/Bachelor's base salary + TRS%)
115	Increased by $81.00 (formula per SEA Handbook: 8% of the Step One/Bachelor's base salary + TRS%)

120s	MEETING EXPENSES
121	District Leadership Meeting (DLT) Union and Cabinet meetings have been held at District Office
122	Snacks for meetings
123	Snacks, rep training, lunch and dinner
124	Funds utilized for the general meeting
125	Funds for committee meetings
126	$3 per member, allocation will be based on the number of members in each building: Snacks / incentives per building discretion.

127	Example: member and SEA leadership
128	President transportation: increase in costs
129	Accountant: increase due to increase costs

130s	**STIPENDS**
131	Negotiation Chair stipend is only budgeted for during a negotiation year
132	Sick Bank Chair-2% Based on BA Step one: Consistent with stipend for the officers.
133	Inactive
134	Appraisal Chair - Inactive 2021-2022
135	Member Communication Chair - Inactive
136	Membership Chair - 4% Based on BA Step one; Consistent with stipend for the officers.
137	Executive Board Stipend $83–for members not already receiving honorarium or stipend in line items #131-136. Total of $1660
138	Building Rep Stipend $83 X 90 building reps Total of $7470
139	Inactive

200 CONTINUING PROGRAMS

210s	**COLLECTIVE BARGAINING EXPENSES**
211	Arbitration expense: $3 per member per IEA guidelines - Non negotiable costs
212	Other bargaining expenses are only budgeted for during a negotiations year

220s	**INTERNAL COMMUNICATIONS EXPENSES**
221	Telephone expenses: Decrease $260 based on decrease of account costs
222	Newsletter / Publication Expenses
223	Postage: Decrease $26 based on past usage
224	Office Supplies
225	Internet Services: Decreased $280 based on past usage

230	**EXTERNAL COMMUNICATION EXPENSES**
231	Awards for Jason Eliasak: three awards ($800 each)
232	Media / Public Relations
233	Other External Communication Expenses

240	**MEMBERSHIP DEVELOPMENT EXPENSES**
241	New Teacher / Induction Week
242	Membership Fees: Region has paid in the past
243	Book Study Expenses $600. Books and snacks for meeting(s): Previously combined with line 122

250	**LEADERSHIP DEVELOPMENT EXPENSES**
251	IEA Leadership Conferences - SLA; Early Career Conferences; SPARKS (early career conference)
252	NEA Leadership Conferences - NEA Leadership Weekend
253	Other Leadership Conferences - EMELT
254	

260	**LOCAL PROGRAM DEVELOPMENT**
260	Listening sessions/possible Sparks (early career conference)

270	**ASSOCIATION RELEASE TIME**
270	Subs for Meetings/Conferences/RA: Decreased $4000 based on past usage

310	**PROFESSIONAL MEETINGS**
310	Non-IEA/NEA; Skunkworks

320	**IEA-NEA GREAT NORTHERN AREA BARGAINING**
320	Region covers cost

330	**IEA-NEA CONFERENCES (e.g. Trauma/ ACEs)**
330	Trauma Trainings: Decreased $1000 based on past usage

410	**IEA- NEA CONVENTION EXPENSES**
411	IEA/NEA convention Expenses - SEA covers meals: Increased $1000 due to increasing costs
412	Other IEA NEA Expenses - History of not being used. Currently 0 (zero)
413	Substitutes - covered by Region. If needed refer to line 270. Currently 0 (zero)

420	NEA CONVENTION EXPENSES
421	NEA Convention Expenses - Hotel/Travel: Decreased $3000 based on previous years costs
422	
423	
424	

500s	ASSOCIATION PROMOTION EXPENSES
510	$25 per retirees
520	Member promotion / Candy grams: Increased $300 based on increased cost
530	Membership gifts and recognition. Decreased $1500 based on decreased costs
540	Current members recognized

600	CONTINGENCY

700s	REVENUES
711	Based on approximately 1400 Members
712	Interest income currently $40: decreased due to less funds in savings due to having an allocated amount ($20,000) in a certificate of deposit that matures in July 2024.
713	Transferred $41,483.48 to balance the proposed 2024-2025 budget. Utilized as needed.

TOTAL BUDGET INCREASE FROM PREVIOUS YEAR: $1903.48 - Anticipated increase in costs and changing expense needs.