

Van Hise Elementary School PTO

Teachers PTO Funds Request Form

Please submit this request by fourth Thursday in October or the third Thursday in February. Requests will be presented at the November and March general PTO meetings. Any October submissions that we are unable to fund in the fall will automatically be considered in March if you "✓" November & March.

Submission Date: _____

Person/Instructional Team
Requesting Funds:

Amount Requested: _____

Funding Deadline:

November:

March

Discussed with Principal Keeler
(recommended)?

yes

no

What school priorities are linked to your request (i.e.
literacy, math, social-emotional, etc)?

Explanation of how monies will be used (you can attached additional documents):

For PTO Use only:

Date Discussed:

PTO general board approval:

yes

no

Comments:

Amount approved:

Line item this funding should go under in approved budget:

Last Updated 9/5/2014