

Kentlake Community PTSA

PO Box 7247 ~ Covington, WA 98042 ~ kentlakeptsa@gmail.com ~ www.kentlakehsptsa.org

TEACHER SUBSIDY FORM

This subsidy is to assist staff members with supplies, projects, and events that benefit students. Maximum subsidy is \$500. Subsidies are limited to one per school year per staff member or project. Unfortunately, transportation requests cannot be fulfilled.

Email completed form to Kentlake PTSA at kentlakeptsa@gmail.com or deliver to the PTSA box at the school.

Today's Date: _____

Staff Member: _____ Date of Project/Event: _____

Project/Event Name: _____ # of students: _____

Total Amount of Project/Event: _____ Any other funding: _____

Amount requested from Kentlake PTSA: _____

Give a brief description of how funds will be used:

Explain how these funds will add value to the Kentlake student learning experience:

Does Mrs. Maurer approve of this project? _____
(Principal Signature)

This subsidy request will be reviewed by the Board of Directors at the next KL PTSA meeting (typically the 3rd Monday of the month).

Funds approved: _____ yes _____ no

Brief reasoning: _____

Staff member notified: _____ yes