

**Valley Oaks ElementaryPTA
Teacher Resource & Grade Level Request Voucher**

Treasurer Use Only

Check #: _____

Date: _____

Amount: _____

_____ **Teacher Resources:** \$300/teacher. Items purchased for classroom activities, replenish individual classroom supplies.

_____ **Grade Level Budget:** \$2,000 each Grades 1-5, \$1,000 PreK and HG, \$1,500 Art/Music/Athletics. Items purchased that will be used by all students in a grade level. Examples include weekly readers, supplies for in-class projects completed by all classes (instead of having parents send in materials), grade level planning materials, grade level program materials. **Signature required from grade level chair.**

Name: _____

Email: _____

Grade Level or Area (Block or Specialist): _____

Total Reimbursement Requested: _____

Reimbursement Summary: (Please remember sales tax cannot be reimbursed)

<u>Description</u>	<u>Amount</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Questions? Please contact Colleen Lang: colleen.h.lang@gmail.com or Lyn Greenwood: lynbeckstead@gmail.com
832-508-7648 281-384-5879

Teacher Signature: _____

Grade Level Chair Signature (if required): _____