



SJLES PTA - Instructional Support Program Reimbursement Request

Please submit all reimbursements by **April 15, 2023**

The purpose of the SJLES PTA's *Instructional Support Program* is to enhance the classroom experience for students by providing reimbursement to SJLES teachers and staff for expenses incurred to make the classroom an inviting and engaging space for students.

The following annual benefits are available to SJLES staff who are PTA members during FYE23. Please check which benefit you are requesting in the table below.

Teacher/Staff/Group	Benefit	Check one
Individual Teacher - Full time	\$100 per person	<input type="checkbox"/>
Individual Teacher - Part time	\$50 per person	<input type="checkbox"/>
Educational Support Staff	\$50 per person	<input type="checkbox"/>
Grade Level Teams	\$500 per grade	<input type="checkbox"/>
Related Arts Teams	\$200 per subject	<input type="checkbox"/>
Student Access, Advocacy, & Achievement Team ¹	\$1,000 total	<input type="checkbox"/>
Special Education	\$800 total	<input type="checkbox"/>

Briefly describe what was purchased and how it enhanced the classroom experience for students. (required)

¹ Includes the following specialties - GT, Reading Specialists, Math Support, Guidance, ESOL, Health Services

Date: _____ Pay to the Order of: _____

Amount: _____

Check Distribution: Teacher SJLES Mailbox Mail to Payee: Address: _____

Total Number of Receipts Attached _____

****Attach receipts prior to forwarding. Leave in PTA mailbox or Email to: SJLEStreasurer@gmail.com**

Paid by Check #: _____ Treasurer: _____ Date: _____
