



CISD BOOSTER

for *Special Programs*

2024-2025 Disbursement Form

The Booster for Special Programs wants to help you! If you've been unable to gain funding from your campus, principal or PTO, let us know. You're just three steps away from funding! Please submit all requests by April 1st. *Be advised that therapy tools, equipment, classroom supplies, and storage solutions will be funded quickly using an approved district vendor. Student facing curriculum, books, teaching curriculum, including software will require additional approval and will take longer to obtain.

Step 1: Complete this form, as detailed as possible.

Step 2: Send completed form to campus Principal for approval, signature & to verify campus or PTO funds can't cover the request.

Step 3: After campus approval, please forward to Jennifer Glick, Coordinator Special Education Behavior Support at jennifer.glick@southlakecarroll.edu. Once Mrs. Glick approves, she will forward the application to the Boosters.

Your request will be reviewed to make sure we have all the information needed for consideration by the Board. If you need items from more than one vendor, please include separate ordering information for each vendor. You might also pass on additional information you have such as websites.

Date: _____ Campus: _____

Requestor(s): _____

Campus Principal Signature: _____

District Sponsor Signature: _____

District Use ONLY

Technology Date Submitted:

Approved

Denied

EFA local Date Submitted:

Approved

Denied

Booster Use ONLY

Date Considered:

Approved

Denied

Tabled

Vendor Information:

Name of Company			
Address			
Phone		Fax:	
Website			
Approved Vendor?			

Ordering Information:

Source	Item	Quantity	Unit Cost	Total

Shipping and Handling: \$ _____

Total Amount Requested: \$ _____

Description of Request (including date needed):

Please indicate who will benefit from your request:

Revised 07/2024