

# ADA MERRITT K-8 CENTER PTA



## Teacher's Grant

PERSON MAKING REQUEST: \_\_\_\_\_  
NAME PHONE NUMBER

Are you a PTA member? \_\_\_\_\_ (Membership is encouraged but not required. A membership application can be downloaded from the Ada Merritt website (click on PTA).

ITEM REQUESTED \_\_\_\_\_

AMOUNT REQUESTED \_\_\_\_\_ ADMINISTRATION APPROVAL \_\_\_\_\_

HOW WILL THIS ITEM IMPACT YOUR STUDENTS:  
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ANY OTHER RELEVANT INFORMATION: \_\_\_\_\_

- Instructions:
1. Fill out the form completely, including obtaining the signature of the Principal showing that the requested item has been approved by the Administration. Please be specific. If there is a photograph of the item, please attach.
  2. Submit the form to the PTA mailbox in the school office. KEEP A COPY!
  3. Attend a PTA Board meeting to present your proposal and answer questions about your request. Meetings are every other Tuesday at 7:45 AM in the Media Center
  4. Please contact Marguerite Ramos [marguerite@shadefla.com](mailto:marguerite@shadefla.com) or 305-389-7444 if you have questions.