



## **Skyline PTO Budget Guidelines**

**Skyline PTO funds are allocated so that they reflect the mission of the PTO in supporting the school. Requests for funding may be considered as they accomplish any or all of the following purposes:**

- Support classroom teachers in achieving district curriculum goals,**
- Support enrichment activities that impact curriculum goals,**
- Support a sense of community and school spirit at Skyline,**
- Support volunteer activities of PTO consistent with the mission,**
- Support long-range improvements that are considered legacy items.**

**Prioritization in funding is then made by evaluating eligible requests based on the following criteria:**

1. Does the request fit grade level curriculum?
2. Does the request have wide impact on students? Does it serve only one class for one year, or might it serve an entire grade or the entire school. Will the impact last more than one year?
3. Are there funding alternatives that should be considered such as classroom parents, outside donations or teacher pooling?
4. Does this request set a precedent that negatively impacts future funding? An example would be funding facilities items because of district budget constraints. The PTO feels that it should not pay for items that should be covered by the District, as that lessens the fiscal responsibility of the District and sets a precedent for the PTO to cover items outside of its mission.
5. Does this request have a budget justification attached to it? Is there evidence that the actual cost of this item has been researched and that a plan for use of the funds is well thought out?
6. Have parents given the PTO a mandate to fund such a request?