



2433 DENVER STREET – SAN DIEGO, CA 92110 – TELEPHONE: (619) 605-1100 – EMAIL: BAYPARKPTA@GMAIL.COM

BAY PARK ELEMENTARY PTA AGENDA_BUDGET ITEM REQUEST

Instructions: If you would like to present an agenda item to the Bay Park Elementary PTA Executive Board, please fill out this form and email to the PTA President at bayparkpta@gmail.com at least three days prior to the next meeting. Executive Board meetings are held the 3rd Wednesday of the month.

Date Submitted:	Date of Event:
Name/Title of Requestor:	
Email Address:	Phone:
Type of Expense/Event: <input type="checkbox"/> Fundraiser <input type="checkbox"/> Program <input type="checkbox"/> Event <input type="checkbox"/> Assembly <input type="checkbox"/> Classroom Request <input type="checkbox"/> Administrative Request <input type="checkbox"/> BPE School Request	
Agenda Item Title (3-5 word description):	
Estimated Budget Amount:	
Estimated Revenue Amount (Fundraisers Only):	
Proposed Expenses:	
How will the above-mentioned activity benefit the students of Bay Park Elementary?	