



PTO GIFTS PROGRAM

Requests for PTO Funding 2017-18

Any teacher, parent, or student who has a request for funds from the PTO must fill out this form. Please answer these questions as thoroughly as possible, providing supporting detail and information. When completed, please return to the administration at either school by **Monday, October 23, 2017**.

1. Define your request:

Middlefork teachers would like to request HP DesignJet T830 Multifunction Printer. The printer can print posters up to 36" wide from a computer, iPad, or iPhone and print from a document scanned into the machine.

<http://www8.hp.com/us/en/large-format-printers/designjet-printers/t830.html>

2. Amount requested:

\$5307.44 for the printer

\$1215.00 for the first year's start up supplies

- To refill all colors costs \$365 and paper is \$40/roll. So to replenish for the first year's start up would costs approximately \$1215.00

Sheri Styczen has been quoted \$5307.44 by the district's printer rep. The retail value of the printer is \$7195.00.

3. Can this project be funded in stages? If yes, what timetable is involved? If no, please explain your due date for funds.

It is a one-time purchase for the machine and start up supplies.

4. Has this request been reviewed by the school administration? What was their response as to its merit and priority?

Sunset Ridge currently houses a poster printer purchased by the district several years ago that was intended to be shared among all district teachers. While Middlefork teachers have accessed the printer over the last few years, due to its location it has truly been utilized more by the SRS staff. In light of all the new, recent curricular initiatives at Middlefork (reading, writing, math, science), the interest in using the poster maker has increased dramatically among Middlefork staff. However, printing to the printer can be quite tricky, and so it is important to be near it for trial and error, and to avoid printing incorrect sizes, wasting paper, etc. The location at SRS limits our ability to do that and the response time involved (create the graphic, send it to the printer, wait for someone to bring the printed piece back to MFS, revise, repeat, etc...) discourages regular, efficient use.

5. Number of Students that will be impacted or benefit from your request:

Over 200 students as the printer can be used by all Middlefork teachers.

6. Is this a one-time request or do you envision needing additional PTO funds in the future or long range? If you will require additional PTO funds, please explain why this cannot be added into your annual budget.

We are requesting a one-time funding from PTO for the printer and initial supplies. From that point forward, the printer's supplies will be put into school budgets.

7. What is the intended goal of your request? Would it have any other uses or applications? Is this a start up program or is it enhancing an existing program? Use additional paper if needed.

This printer would be a new addition to Middlefork. It was initially believed that one printer in the district would suffice but it has become much more apparent that Middlefork students and teachers would benefit from having regular access to the printer if one was located at Middlefork.

Having regular access to this printer would offer many classroom enhancement possibilities...

- Best practices in teaching call for creating Anchor Charts to list out student expectations, thinking and learning. This will allow teachers to create professional documents on computers that can be enlarged and hung in the classroom for student referencing throughout the year.
- Many charts, lists, writing, and documentation happens on the classroom white boards while teaching. This printer will allow for this type of documentation to be printed for more permanent student reference throughout the school year.
- Dedicated Dolphins, Maker Space, Service Projects and Coding clubs can use the printer for projects and to advertise their various activities throughout the school year.

8. What are the long-range benefits of your request?

Using this printer will allow teachers to create Anchor Charts and materials that can be used for multiple years rather than posters that are quickly hand written in front of the students, may lack legibility, and are often done on low quality chart paper.

A great deal of the new curriculum that was purchased includes pre-drawn posters to use as anchor charts. As those posters wear out, we can create our own using this poster maker rather than purchasing additional supplies from the publishing companies.

9. If you are requesting a capital asset/investment, please provide a minimum of two options/pricing quotes on the item and attach to this form. Please identify your first choice and why.

10. Have you exhausted all other funding options before coming to the PTO Gifts Program?

This printer was not in the budget for the tech department. However, Middlefork teachers would be very appreciative of the gift to enhance our classrooms, curriculum, and student learning.