



PTO GIFTS PROGRAM
Requests for PTO Funding 2023-2024

Any teacher, parent, student, or community member 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.

Please email the completed form to the PTO President-Elect (president_elect@district29pto.org) by **Friday, October 27, 2023**.

Name: Ellie Britton on behalf of 4th/5th grade hallway

Role: Teacher

School: Sunset Ridge

1. Define your request:

We are requesting more flexible workspace options for the 4th/5th grade hallway and small group rooms.

2. Amount requested: \$6,000

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

Yes, we currently have furniture in the hallway. The problem is that the furniture is not “work” friendly and the students are not using the furniture for how it is intended. We need additional chairs and tables in the hallway.

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

Yes, the request was reviewed with Dr. Sukenik and Ms. Evans. If the request is approved, we will work closely with the school facilities team to ensure the flexible seating purchases meet all the necessary criteria.

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

All students in 4th and 5th grade would benefit from this additional furniture. This

furniture would serve well over 100 students and the spaces would be used on a daily basis.

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.

This is a one-time request. Flexible seating options are very costly. We would like to expand the options we can offer to students who need flexible seating to engage in learning.

Students highly benefit from having alternative work space opportunities.

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?

The goal of this request is to expand the opportunities of the 4th and 5th grade students when working in small groups outside of the classroom. The new seating options would enhance the rigorous academic work that the students are already doing.

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

This furniture will have a long term impact on the 4th/5th grade hallway and dynamic. The students will develop their independence by picking a work space outside of the classroom. Additionally, it will allow teachers to work more effectively with small groups inside and outside of the classroom.

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

****In order of priority:**

<https://www.schoolsin.com/aca-c-r12-618.html> for hallway **18" \$2,685.95**

<https://www.schoolsin.com/mrc-38-2236-2x-cxx.html> floor whiteboard table for sensory room **30"W x 48"L \$296.95**

<https://www.schoolsin.com/CHI-CF349-043.html> cushions for floor in small group room
(quantity: 2) \$263.90

<https://www.schoolsin.com/VIR-ANFLROCK18.html> seating for small group room
(quantity: 3) \$431.85

<https://www.schoolsin.com/ten-22102bxxx.html> flexible seating for hallway work spaces
(quantity: 3) \$2,120.85

https://www.amazon.com/dp/B08H4H3XN9/ref=twister_B08H18BNKH?encoding=UTF8&th=1 Floor tray table **(quantity: 6) \$180**

Total: \$5979.50

Option 2:

[Please see PDF's attached here.](#)

This is the vendor that SRS has used for our other furniture around the school. The website is not the easiest to navigate so I highlighted the item we are requesting on each of the attached PDFs. Additionally, there are no prices listed so I am not sure about the cost. The SchoolsIn materials seem more readily available, but I want to respect the wishes of the facilities department here at SRS. The other benefit of using the SchoolsIn website is that they have more options for flexible seating.

<https://vsamerica.com/kataloge/gesamtkatalog/details/50075/ecotable-r> floor table
(29.5" w)

<https://vsamerica.com/kataloge/gesamtkatalog/details/50031/ecotable-r> circular table
(23050) (quantity: 2)

OR

<https://vsamerica.com/kataloge/gesamtkatalog/details/50216/cross-r> circular table
(01808) (quantity: 2)

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