



School Number School Name
 Parent Involvement Plan Budget Template 2016-2017
 PIP Amount:

*****The P-Card can only be used for *FOOD* (Fund 48748). Purchase requisitions must be entered for all other items.*****

Please enter the items being purchased and amounts into **the white boxes only**.
 The final date for submission of plan amendments is **March 6, 2017**.
 The final date for encumbering is **April 30, 2017**.
Number of Workshops or Parent Activities:
Elementary (2 every 9 weeks = Total 8); Secondary (1 every 9 weeks = Total 4)

This area (Childcare and Translators) works hand in hand with 6100/310 and 6100/390.

6100/160 & 6100/200 Salary & Benefits	Childcare (Specify name and date of events) Hourly rate = \$8.05; a PCF must be entered (NN75MA job code)		
	Translators/Translations (Specify name and date of events) Hourly Rate = \$10.00, a PCF must be entered (NN67 job code)		
	Name of Event	Date of Event	Amount
	1 Family Reading Night	6-Oct-16	\$16.10
	2 Family Math Night	3-Nov-16	\$16.10
	3 FSA Parent Night	2-Feb-17	\$24.15
	4		\$0.00
5		\$0.00	
6		\$0.00	
Total Cost for 6100/160			\$56.35

Purchase Requisitions must be entered for these items

6100/310	Vendors classified as professionals, i.e. well-known speakers, authors, etc. Please confer with Policy and Compliance at 390-2111 if a contract is needed		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
	3		\$0.00
	4		\$0.00
	5		\$0.00
Total Cost for 6100/310			\$0.00

6100/360	Software licenses for parents' usage.		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
3		\$0.00	
Total Cost for 6100/360			\$0.00

6100/370	Postage for Parent Mail outs (Specify name and date of events)		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
	3		\$0.00
	4		\$0.00
5		\$0.00	
Total Cost for 6100/370			\$0.00

6100/390	Transportation for parents (Specify name and date of events)		
	Name of Event	Date of Event	Amount
1			\$0.00
2			\$0.00
3			\$0.00
4			\$0.00
Sub Total			\$0.00

6100/390	Guest Speakers for Parent Events (Specify name and date of events), i.e. volunteer speaker, events such as Literacy Night, Promotion, etc.		
	Name of Event	Date of Event	Amount
1			\$0.00
2			\$0.00
3			\$0.00
4			\$0.00
5			\$0.00
6			\$0.00
7			\$0.00
8			\$0.00
Sub Total			\$0.00
Total Cost for 6100/390 (Non-food)			\$0.00

6100/510	Supplies for Parent Workshops (Specify name of items & amount)		
	Examples: Storeroom orders for Parent Workshop(s) or supplies; copy paper for parent flyers; handouts		
	Item		Amount
1	copy paper, colored paper, construction paper, scissors, post-its, pens, pencils		\$200.00
6100/510	Printing for Parent Workshops		
	Item		Amount
	Examples: Printing – i.e. parent notices, flyers, handouts, etc.		
1	Printing cartridges		\$240.00
Sub Total			\$440.00

6100/510	Parent Involvement Materials to include:		
	Examples: Educational Materials for parents to borrow (Specify vendor and item); board games, read-a-long books, parenting resources, books, etc.		
	Item	Vendor	Amount
1	Various Grade Level Books/Books on DVD/CD	Barnes and Noble	\$495.61
2	Math Manipulatives	Didax	\$500.00
3	Family Board Games	Amazon	\$100.00
4	Parent Resources for Pre-K, Elementary, and Transition to Middle	Channing Bete	\$490.50
Sub Total			\$1,586.11
Total Cost for 6100/510 (Non-Food)			\$2,026.11

This section applies to Title 1 schools (current and new)

6100/640	Parent Involvement Equipment /Furniture (for parent resource room only)		
(New)	Computer for Parent Involvement Center/parent resource room		
1			\$0.00
(New)	Printer/Fax/Scanner for parent resource room		
1			\$0.00
(New)	Furniture - chair, desk, bookshelf for parent resource room		
1	Book shelf/storage cabinet- Wal-Mart		\$500.00
Total cost for 6100/640			\$500.00

The PCARD can be used for light refreshments and catering as described below

FOOD & FOOD-RELATED ITEMS

According to FL DOE, it is suggested that meetings do not occur during mealtimes and that light refreshments be provided. If meals other than light refreshments are served, a justification must accompany the PIP.

•The commitment item 510 is for the purchase of refreshments & other items from the store(s) related to parent involvement activities, i.e. coffee, tea, juice, cookies, napkins, plates, spoons & forks ("off the shelf.")
Items cannot be purchased for children.

6100/510 <u>Parent Involvement <i>light Refreshments</i></u> (Specify name and date of events):			
	Name of Event	Date of Event	Amount
1			
2			\$0.00
3			\$0.00
4			\$0.00
Sub Total			\$0.00

•The commitment item 390 is used when a vendor is providing services, i.e. a pizza delivery place, a sandwich shop ("an order is placed.")

6100/390 <u>Parent Involvement <i>Catering services</i></u> (Specify name and date of events):			
	Name of Event	Date of Event	Amount
1	Family Reading Night- SLA Management	6-Oct-16	\$200.00
2	Family Math Night- SLA Management	3-Nov-16	\$200.00
3	FSA Parent Night- SLA Management	2-Feb-17	\$200.00
4			\$0.00
5			\$0.00
6			\$0.00
7			\$0.00
Sub Total			\$600.00
Total Cost for Food (6100/510 AND 6100/390)			\$600.00

Grand Total Parental Involvement Allocation

\$3,182.46

Difference between PIP Amount and Grand Total (must equal zero)

\$0.00

For any questions related to this template, please feel free to contact Title I at 390-2123.