

Yoakum ISD Pre-Acquisition Approval Form

Person Making Request: _____ Date: _____

Complete Expenditure Code: _____

Campus: _____ Position: _____

CIP DIP Technology Plan

Goal, objective and strategy that references this expenditure: _____

CIP/DIP/Tech Plan Description: _____

Funds requested: General Title II D/SSA ARI/AMI Low Income & Rural
 Title I A Title III/SSA SCE Carl Perkins
 Title I ARRA Title IV/SSA OEYP H.S. Allotment
 Title II A Title XIV Technology Activity

Vendor (check made to): _____

Address: _____

Phone: _____ Fax: _____

Brief description of the item(s) requested (also attach order form):

Rationale supporting how this will increase student achievement:

COST: _____
(Include shipping)

If this pre-acquisition is for staff development, please indicate how you will embed your staff development training into practice on your campus.

Teacher Requester:	_____	_____
	Signature	Date
Principal/Supervisor Approval:	_____	_____
	Signature	Date
Superintendent Approval:	_____	_____
	Signature	Date

Activity	461	Funds raised at the campus level for specific groups
General Fund:	199	Local funds designated for specific student populations (sub object)/ Local funds for District's general maintenance and operations
G.T./Bilingual/Comm. Ed./Other		
Title I A	211	Supplemental funds to meet State's student performance standards
Title I ARRA	285	Supplemental Federal Stimulus Funds
Title II A	255	Supplemental funds to improve student achievement by raising teacher and principal quality
Title II D	199/SSA	Supplemental funds to improve student academic achievement through the use of technology and technology integration
Title III	199/SSA	Supplemental funds to ensure ELL attain English proficiency in core academic subjects
Title IV	199/SSA	Supplemental funds for programs targeting violence prevention and drug abuse prevention
Title XIV	266	State Stimulus Funds
ARI/AMI	404	Funds to provide immediate, targeted intervention to K-8 students struggling in reading or math
SCE	199	Funds to increase academic achievement and reduce the drop-out rate of identified at risk students
OEYP	401	Serve those students who have not been successful
Technology	411	State technology funds
Low Income & Rural	270	Supplemental Federal Funds
Carl Perkins	331	Funds to more fully develop academic as well as career and technical skills of secondary students
HS Allotment	199	Funds to increase high school graduation rates and raise college readiness levels

REQUIRED DOCUMENTATION

Parent Nights: Sign in sheets, flyers, original receipts for purchases

Meetings: Minutes from meeting, agenda, original receipts for purchases, sign-in sheet

Field Trips: List of students and teachers who attended, original receipts, documented in lesson plans with follow-up activities. If using YISD transportation, include copy of transportation request form.

Travel/Staff Development:

Prior to travel: Statement of anticipated expense, mileage estimate, hotel confirmation, conference registration. If using YISD transportation include copy of transportation request form

After travel: Submit hotel information (include list of names and positions, who roomed with whom), proof of attendance, original receipts for meals, original receipts for incidentals (parking, etc)

All original receipts must be returned within 5 days (no copies will be accepted).

ALL EXPENDITURES MUST MEET PROGRAM REQUIREMENTS!!