



Executive Board:
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 Heather Elwart, Secretaryelwart@rbhspto.org
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The PTO works closely with the administration and faculty of RBHS, bona fide student groups, parents and others in support of the mission of RBHS. The PTO accepts requests for funding assistance from teachers and staff. Funding decisions are based on, but not limited to, those requests that benefit the greatest number of students and lack other sources of funds. Fund requests for professional development should be requested from the Administration or RBEF.

Requests are discussed and voted on at open general meetings of the PTO. Requests may be approved, deferred, or funded in part. Meetings are held on the first Monday of each month. Please see the website for meeting dates. Requests should be received at least one week prior to the general meeting and should be emailed to Sondra Krumm-Carlson, VP of Philanthropy at carlson@rbhspto.org or they may be dropped off in the PTO mailbox in the main office.

Please print clearly or type. Attach additional sheets if needed.

Submission Date: _____

Date Funds are needed: _____

Amount Requested: \$ _____

Title of Project: _____

Teacher/Staff Contact: _____

E-Mail: _____

Phone: _____

Number of students affected: _____

Recurring Expense? Yes ___ No ___

Other Sources/Amount of Funding for this Project:

Have funds been requested from the RBHS Board of Education for this event? _____

If yes, what was the outcome? _____

Description of Project: (Please also include how funds will be used, how students will benefit, and any other factors that should be considered. Additional pages may be used.)

RBHS PTO Use Only	
Date Approved: _____	Amount: _____
President or VP of Philanthropy Signature:	
