

2010-2011 Parent Support and Education Groups  
Budget and Other Planning Information

This school year ECSE has \$20,000 budgeted for Parent Support and Education Group opportunities. The amounts below are guidelines for planning based on past years expenditures.

**ECSE Parent Education / Groups**

City Wide 3000 - Support  
Topic Specific 1500 - Resources  
ASD 2000 - Support / Education  
Spanish 3000 - Support  
B-3 3000 Support  
Hanen 3000 Education  
PBS 4500 Education

20000

All of the groups use the same budget numbers. DISREGARD ANY PREVIOUS BUDGET NUMBERS IN YOUR RECORDS.

Materials 31-xxx-xxx-000-6433-0000  
Food – 31-xxx-xxx-000-6490-0000  
Staff – 31-xxx-xxx-000-6185-0000  
Cabs – 31-xxx-xxx-733-6360-0000

For Staff (child care, District Staff Presenters, Interpreters) complete a timesheet and Supplemental Pay Form and submit to XXXXXX for signatures.

If you are considering paying a non-SPPS speaker, get the budget number from George Simon and talk to XXXX about the potential need for a contract.

Be sure cabs are billed to this budget number and indicate ECSE PARENT GROUP on the slip. Some of these expenditures have been billed against ECSE sites or building locations in the past. PLEASE REVIEW THE ACCOMPANYING CAB ORDERING PROCEDURE.

Submit Pcard statements for Food and Materials on time directly to XXX for signature and processing.

Thank you.