



Jenny Leavitt - Principal

Amy MacIntosh - Learning Coach

September 3, 2025

To Whom It May Concern,

I would like to request an amendment to our TSSA plan to utilize unallocated funds. We would like to add \$6,000 for equipment. This money will be used to replace an old copier. The new copy machine will continue to help us with our reading, math and science proficiency and growth goals by allowing teachers to prepare reliable instructional materials, intervention resources, and assessments that are aligned to our academic priorities.

We would also like to add \$3,000 to our supply budget.

A portion of this money will be used to purchase outside lunch tables and umbrellas. This will help us meet our goal to create a welcoming and inclusive lunch experience and school climate where students feel safe and secure. Outside lunch tables will help us reduce noise and congestion in the cafeteria. They will also promote healthy routines by offering increased access to fresh air and natural light, which are shown to positively impact student focus and well-being.

The remainder of the supply money will be used for math, reading, and STEM materials to support our goal for students to demonstrate grade-level proficiency in these areas, focusing on every student making typical or above-typical growth on the essential standards.

Thank you for your consideration of this request.

Sincerely,
Jenny Leavitt