



# Request for Reallocation of FTE to Other Expenditure

Print Form

Office of Instruction  
Mat-Su Borough School District  
501 N. Gulkana  
Palmer, AK 99645  
P: (907) 746-9212 || F: (907) 746-9292

Date

**Special Instructions:** Please use this form to request a reallocation of FTE to another expenditure. Once complete, submit this form to the school site supervisor for approval.

School/Location	<input type="text"/>	Person Currently in Position	<input type="text"/>
Eliminated Position	<input type="text"/>	<i>Eliminated Position, if Other</i>	<input type="text"/>
Impact on PTR	<input type="text"/>	Length of Time Reallocation is to be in Effect	<input type="text"/>

## Plan & Expected Outcomes

Reallocation Proposal:

Contingency Plan for Enrollment **Increase**:

Contingency Plan for Enrollment **Decrease**:

Expected Outcomes:

## Notes/Comments

Principal Notes:

Supervisor Notes:

## Signatures

Principal Name

\_\_\_\_\_  
*Principal Signature* *Date*

Site Supervisor Name

\_\_\_\_\_  
*Site Supervisor Signature* *Date*

Director of HR Name

\_\_\_\_\_  
*Director of HR Signature* *Date*