

<b>TOPEKA PUBLIC SCHOOLS</b>	<b>REGULATION NUMBER 8375-2</b>
<b>SUBJECT:</b>  <b>REQUEST TO ADD OR ELIMINATE AN ACTIVITY</b>	<b>DATE OF ISSUE: 06/16/11</b> <hr/> <b>REVISIONS: 12/17/18</b> <hr/> <b>PREPARING OFFICE:</b>  <b>INSTRUCTION AND LEARNING</b>

<b>Name:</b>
<b>Address:</b>
<b>Represents: (CIRCLE ONE)      Self      Group</b>
<b>If group, Name of Group:</b>
<b>Activity to Eliminate:</b>
<b>Explain rationale:</b>
<b>Activity to Add:</b>
<b>Explain why the program is needed, including level of interest, level of competitive ability, and level of competition available in the area.</b>
<b>Proposed start-up budget: \$ _____</b>  <ul style="list-style-type: none"> <li>• Prepare a detailed budget sheet for board consideration.</li> <li>• Where would you get the money?</li> <li>• If no new money is available, what existing program would you propose reducing or eliminating to fund the proposed budget?</li> </ul>
<b>On-going budget: \$ _____/year.</b> <b>Prepare a reasonably detailed on-going budget that describes the on-going expenses necessary to maintain the program.</b>
<b>OTHER:</b>
<b>Use additional paper as necessary.</b>