



# DCSD Administrators' Scholarship Fund Annual Pledge Form

## Pledge Choices

Check the appropriate box and fill in information if applicable:

\$5.00 per month Payroll Deduction = \$60/year  
From \_\_\_\_\_ '09 to \_\_\_\_\_ '10 (fill in month)

or

\$ \_\_\_\_\_ per month Payroll Deduction  
From \_\_\_\_\_ '09 to \_\_\_\_\_ '10 (fill in month)

or

One Lump-Sum Payment of \$50.00  
*by November 2009*

or

One Lump-Sum Payment of \$ \_\_\_\_\_  
*by November 2009*

and/or

Super Sub Plan (*available to building administrators only*)  
Funds will be rolled over in November, but may be added throughout the year. Please see instruction sheet for details.

*FY 2009-2010*

I understand that the amount donated will fund scholarships to students who demonstrate financial need and academic merit. The number of students honored will depend upon the funds collected in a given year.

The DCSD Administrators' Scholarship Fund committee will select students who, in their judgment, meet the academic criteria and demonstrate the greatest financial need.

THANK YOU FOR YOUR PLEDGE

Print Name \_\_\_\_\_ Employee ID# \_\_\_\_\_  
School/Location \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_



# DCSD Administrators' Scholarship Fund

## Instructions for Participating in the Super Sub Plan

A Sub Request Form needs to be filled out which is located in First Class under:

1. All Staff
2. School Resource
3. Sub Office Conference
4. Sub Request Form

When completing the Sub Request Form, please make sure the following information is included:

Employee Name:	<i>Teacher requesting Super Sub</i>
Reason/Program:	<i>Administrators' Scholarship Fund</i>
Work Site/School:	<i>School's name</i>
Sub Requested:	<i>Super Sub / Name of person who subbed</i>
Date of Absence:	<i>Date</i>
AM:	<i>Hours they subbed</i>
Account Number:	<i>Reason for absence</i>

The teacher will need to report the absence as usual, choosing the option "No Sub Required".

For further information or questions, please call the Sub Office at Extension 70272