



Worksheet for Educators

Admission to Classroom Related...	_____	Office Supplies - Postage	_____
Art Shows	_____	Office Supplies - Stationery	_____
Artist Series	_____	Physical Examinations - Required by Employer	_____
Concerts	_____	Printing Costs	_____
Films	_____	Professional Equipment	_____
Lectures	_____	Professional Tools	_____
Performances	_____	Public Stenographer	_____
Special use Items	_____	Recertification	_____
Special use Items Dry Cleaning	_____	Malpractice Insurance	_____
Special use Items Laundry @ \$1 each	_____	PUBLICATIONS	_____
Uniform	_____	Magazine Subscriptions	_____
Uniform Dry Cleaning	_____	Newspaper Subscriptions	_____
Uniform Laundry @ \$1 per load	_____	Journals	_____
Admissions to School Functions	_____	Professional Publications	_____
Admissions to Student Activities	_____	Professional Textbooks	_____
Attorney Fees - Job and Salary Protection	_____	Publication Journals	_____
Bond for Sabbatical Leave	_____	Technical Books	_____
Career Consultants	_____	Trade	_____
Career Counseling	_____	Publishing Expenses	_____
Classroom Supplies	_____	Resumes	_____
Classroom Supplies - Pens and Pencils	_____	Substitute Teacher Payments	_____
Clerical Services	_____	TEACHING AIDS	_____
Clothing:	_____	Equipment CLeaning	_____
Special Use Items	_____	Films	_____
Special Use Items Laundry @ \$1 each	_____	Materials	_____
Special Use Items Dry Cleaning	_____	Slides	_____
Uniform Dry Cleaning	_____	Telegrams	_____
Uniform Laundry @ \$1 per load	_____	TELEPHONE	_____
Uniforms	_____	Answering Machine	_____
Copying Costs	_____	Paging Expense	_____
Credential Rewards	_____	Pay Phone	_____
Dues - Chapters	_____	Toll Calls	_____
Dues - Professional Societies	_____	Typing	_____
Dues - Unions	_____	Writing Expense	_____
Dues Associations	_____	Professional Library Depreciation (Prior Years)	_____
Education - Books	_____	Equipment Depreciation (From Prior Years)	_____
Education - Continuing Education Courses	_____	Equipment Purchased This Year:	_____
Education - Professional Development	_____	Associations	_____
Educational - Clinics	_____	National Educators	_____
Educational - Conventions	_____	National Education Association	_____
Educational - Institutes	_____	National Assoc. Of School Administrators	_____
Educational Activities	_____	Assoc. Of Supervision of Curriculum Development	_____
Educational Research	_____	Music Educators National Conference	_____
Educational Registration Fees	_____	American Choral Directors Association	_____
Employment Agency	_____	International Reading Association	_____
Equipment Cleaning	_____	International Educators	_____
Gifts to Staff, etc.	_____	Vocational Industrial Clubs of America	_____
Office Supplies - Other	_____	National Association of School Psychologists	_____