

Request for Extended Travel

NAME: Michelle MarkleDATE: August 21, 2012 DEPT/BUILDING District OfficePURPOSE: AVID Session 1- Cohort 50 - District Leaders

DISTRICT BENEFIT:

AVID is a college readiness cohort program that provides service to students who are first generation college goers. Our contract for these services requires participation in, and hence travel to, this training.

TRAVEL DETAILS: 1. DESTINATION: San Antonio, TX2. DATES: October 9-12, 2012

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
TRAVEL	Airline	\$397.00
MEALS	Oct 9 -\$66.00 Oct 11 -\$53.00 Oct 10 -\$53.00 Oct 12 -\$53.00	\$225.00
LODGING	La Quinta Inns & Suites San Antonio Convention Center \$115.00 no tax X 3 nights	\$345.00
REGIS/FEES	Registration-Free	\$0
SUBSTITUTE		
OTHER	Shared Shuttle Round Trip \$36.00	\$36.00
TOTAL		\$1,003.00

mm 8/27/12

BUDGET SOURCE(S):

1. **GENERAL FUND:** 230.2240.0342.120.350.000

2. **WORKSHOP FUNDS:** _____

3. **CONTRACT REQUIREMENT:** _____

4. **OTHER:** _____

SUPERVISORS RECOMMENDATION AND COMMENTS:

SUPERVISOR SIGNATURE _____

SEND FORM TO SUPERINTENDENT/DESIGNEE:

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

Recommend approval.
supports AVID K-12.

BOARD ACTION: _____ **APPROVED** _____ **DISAPPROVED** _____ **DATE:** _____

I AGREE THAT ALL OF THE INFORMATION ON THIS FORM IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

EMPLOYEE SIGNATURE: by made

DATE: 8.29.12

October 10-12, 2012

Session 1- Cohort 50, San Antonio, TX

Location: La Quinta Inns & Suites San Antonio Convention Cntr

Start: Wednesday, October 10, 2012 at 8:00am

End: Friday, October 12, 2012 at 12:00pm

Hotel: La Quinta Inns & Suites San Antonio Convention Cntr
San Antonio Convention Center
303 Blum
San Antonio, TX 78205
Tel: 210-222-9181
Fax: 210-228-9816
[Hotel website](#)

*Don't forget to ask for the AVID Center group rate!
Group rate ends Tuesday, September 25, 2012.

For reservations please follow these instructions:

Call Reservation Department: 866-527-1498 (select option 1)

Hotel: La Quinta Inns & Suites San Antonio Convention Cntr

Group Name: AVID

*Please be prepared to provide credit card information

Airports: [San Antonio International Airport](#)

San Antonio International Airport is located 9 miles from La Quinta
Inns & Suites San Antonio Convention Cntr

AVID District Leadership Session 1 Sample Agenda

Day 1

8 - 12 noon

- Welcome and Introductions
- AVID's Mission
- District Director Roles and Responsibilities
- Introduction to Priority Goals
- AVID's Research Base

1 pm – 5 pm

- The Eleven Essentials
- AVID Curriculum and Navigating the AVID Libraries
- The AVID Tutorial Process
- Site Visit Preparation
- Welcome Reception and Networking

Day 2

8 -5 pm

- Demonstration Site Visit
- Debrief Site Visit
- Socratic Seminar: The AVID Mission, Priority Goals and Site Visit Observations
- Coaching Homework

Day 3

8 -12 noon

- Coaching and Data Discussions
- Site Teams Roles and Responsibilities
- Coordinating Professional Development
- District Director Plan and Portfolio
- Homework and ADL Session 2
- Evaluations



Parkrose
School District
Portland, Oregon

Michelle Markle <marklmic@parkrose.k12.or.us>

ADL Registration Confirmation

1 message

AVID Center <adl@avidcenter.org>

Thu, Aug 16, 2012 at 12:03 PM

Reply-To: adl@avidcenter.org

To: marklmic@parkrose.k12.or.us

AVID District Leadership Training Registration Confirmation

Greetings, Michelle Markle! You are registered for the AVID District Leadership Training!

Registration Summary

Name: Michelle Markle, from Parkrose School District #3, OREGON

Event: 2012-1010 ADL Session 1 Cohort 50, San Antonio, TX, October 10-12, 2012

Registration ID: 209234

Payment Status: Paid

Next Steps

Review the Registration Summary above for accuracy. If there are any changes or questions regarding this registration please email adl@avidcenter.org.

For more information on the ADL Sessions login to your MyAVID account at www.avid.org/login.html

- Go to AVID District Leadership Trainings, located under Professional Learning.

We look forward to working with you in San Antonio!