

Request for Extended Travel

NAME: District Office – Title IIA: Michael Lopes and Title I: Kathy Keim-Robinson

PHS –Title IIA: Jared Freeman, Melissa Baran, Nerissa Ediza, Christina Starr, Allyson Packer, Scott Valway, Tammy Stamp, Alicia Stupak, Tracy Grant, Colin Oriard, HS Teacher TBA

PHSPLT Grant: HS Teacher TBA

PHS Mentoring Grant: Grant Teacher TBA

PMS- Title IIA: Molly Ouche, Whitney Alfrey, Annette Sweeney, Debra Robinson, Elisa McClurkan, Kim Johns, Jacqueline Fitzgerald, Cecily Schoning, Trevor Greer, Angela Lozano, Britt Christiaansen

PMS PLT Grant: Stacie Burdick

PMS Mentoring Grant: Grant Teacher TBA

DATE: March 10, 2014 DEPT/BUILDING District Office – PHS - PMS

PURPOSE: A group of 28 from the District Office, PHS and PMS to attend the 2014 AVID Summer Institute

DISTRICT BENEFIT: AVID K-12 is a primary focus of our professional development for Common Core State Standards and college and career readiness.

TRAVEL DETAILS: 1. DESTINATION: San Diego, CA

2. DATES: August 3-6, 2014

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
TRAVEL	Airline 28 x \$218.00 AVID is paying for Michael, Molly and Whitney	\$ 6,104.00
MEALS	Per Diem August 3 – 6 \$66.00 x 28 people x 4 days	\$7,392.00
LODGING	Doubletree by Hilton San Diego Mission Valley \$175.00 without tax x 20 rooms x 3 days AVID is paying for Michael, Molly and Whitney	\$10,500.00
REGIS/FEES	Early Bird Registration \$669.00 X 28 AVID is paying for Michael Lopes, Molly Ouche, Whitney Alfrey	\$18,732.00
SUBSTITUTE		0
OTHER	SuperShuttle \$24.00 round trip x 28	\$672.00
TOTAL		\$43,400.00

mw 5/12/14

BUDGET SOURCE(S):

1. GENERAL FUND:

Registration Fees

Travel, Per Diem, Hotel

DO- PHS-PMS Title IIA 230.2240.0641.100.330.000

230.2240.0342.100.330.000

PHS Mentoring Grant: 275.2240.0641.100.330.000

275.2240.0342.100.330.000

PHS PLT Grant: 232.2240.0641.931.330.000

232.2240.0342.931.330.000

PMS -Mentoring Grant: 275.2240.0641.100.330.000

275.2240.0342.100.330.000

PMS PLT Grant: 232.2240.0641.930.330.000

232.2240.0342.930.330.000

2. WORKSHOP FUNDS: _____

3. CONTRACT REQUIREMENT: _____

4. OTHER: _____

SUPERVISORS RECOMMENDATION AND COMMENTS:

As part of our continued work with AVID, I recommend this training to further our implementation of AVID K-12

SUPERVISOR SIGNATURE

[Handwritten Signature]

SEND FORM TO SUPERINTENDENT/DESIGNEE:

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

please approve Karen Gray
3/31/14

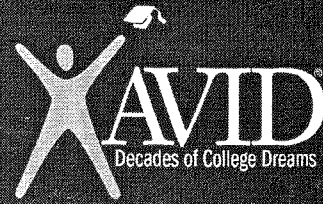
BOARD ACTION: _____ APPROVED _____ DISAPPROVED _____ DATE: _____

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

EMPLOYEE SIGNATURE: _____

DATE: _____

This way to Student Success!



Registration Deadlines & Fees

This year, online registration opens February 16. Go to the AVID website (www.avid.org) to download a registration worksheet that will assist you in registering yourself and/or your team for a 2014 Summer Institute. Please note that pricing and deadlines are unchanged from 2012. Space is limited and most strands fill quickly, so register soon!

Registration Fee:	\$550	through May 1, 2014 (through April 15 for Honolulu)
Regular Registration:	\$739	after May 1, 2014 (after April 15 for Honolulu)
Late Registration:	\$839	when registration occurs within three weeks of Institute start date

SUMMER INSTITUTE 2014

Who Should Attend

Schools that have signed a 2014 contract with AVID Center may register online for Summer Institute. If you are not certain of the status of your AVID contract, please contact your nearest AVID Division Office. Contact information is available at www.avid.org. Click on "Contact Us."

Details

Log in to MyAVID and click on "2014 Summer Institute" to register and to obtain information on:

- Hotel rates and reservations
- Strand offerings and descriptions
- Cancellations and refunds
- Registration procedures and step-by-step instructions
- Continuing education credit

Summer Institute Strands

AVID Elementary

Please note that AVID Elementary (AE) strands are for contracted AE sites only.

- 1 AE: Administrators and Elementary Liaisons Level 1: Embarking on the Journey
- 2 AE: Administrators and Elementary Liaisons Level 2: Maintaining the Momentum
- 3 AE: The Art of Inquiry
- 4 DD/Elementary Liaisons 3: Veteran
- 1 AE: Beginnings Implementation
- 1 AE: Foundations Implementation
- 2 AE: The Art of Inquiry
- 3 AE: Bridges Implementation
- 3 AE: Just WICORize It!

AVID Middle/High School/College/AVID University

- 1 Implementation: MS
- 1 Implementation: HS
- 2 Tutorology
- 3 Advancing the AVID Elective: MS and HS
- 3 Essential Academic Skills for College Readiness
- 3 Critical Reading 1
- 3 Critical Reading 2
- 3 Culturally Relevant Teaching: Transforming Educators (formerly Culturally Relevant Teaching)
- 3 Culturally Relevant Teaching: Empowering Students
- 3 Emerging Demonstration Schools
- 3 Essential Academic Skills for College Readiness
- 3 Leadership for AVID Schoolwide
- 3 Preparing for College
- 3 Student Success
- 3 Writing MS/HS

AVID Secondary

English Language Arts

- 1 English Language Arts: Exploring Texts with Strategic Reading
- 1 English Language Arts: Informing Ourselves and Others Through Writing and Speaking
- 1 Differentiating Instruction for English Language Learners
- 2 History/Social Science Through High Engagement Strategies (formerly History/Social Science Through Literacy)
- 2 History/Social Science Through Historical Inquiry
- 1 Mathematics 1
- 1 Science 1
- 1 Critical Reading 1
- 1 Student Success
- 1 Writing MS/HS
- 2 Critical Reading 1
- 2 Critical Reading 2
- 2 Culturally Relevant Teaching: Transforming Educators (formerly Culturally Relevant Teaching)
- 2 Culturally Relevant Teaching: Empowering Students
- 2 English Language Arts: Exploring Texts with Strategic Reading
- 2 English Language Arts: Informing Ourselves and Others Through Writing and Speaking
- 2 History/Social Science Through High Engagement Strategies (formerly History/Social Science Through Literacy)
- 2 History/Social Science Through Historical Inquiry
- 2 Mathematics 2
- 2 Science 2
- 2 Student Success
- 2 Writing MS/HS
- 3 Critical Reading 1
- 3 Critical Reading 2
- 3 Culturally Relevant Teaching: Transforming Educators (formerly Culturally Relevant Teaching)
- 3 Culturally Relevant Teaching: Empowering Students
- 3 Preparing for College
- 3 Student Success
- 3 Tutorology
- 3 Writing MS/HS

Mathematics/AVID University

- 1 Leadership for Implementation: MS and HS
- 2 Leadership for Advancing
- 3 Leadership for AVID Schoolwide
- 1 Critical Reading 1
- 1 Critical Reading 2
- 1 Culturally Relevant Teaching: Transforming Educators (formerly Culturally Relevant Teaching)
- 1 Culturally Relevant Teaching: Empowering Students
- 1 Preparing for College
- 1 Student Success
- 1 Tutorology
- 1 Counseling: MS
- 1 Counseling: HS
- 2 Preparing for College
- 3 Critical Reading 1
- 3 Critical Reading 2
- 3 Culturally Relevant Teaching: Transforming Educators (formerly Culturally Relevant Teaching)
- 3 Culturally Relevant Teaching: Empowering Students
- 3 Leadership for AVID Schoolwide
- 3 Student Success
- 3 Tutorology

DD/Elementary (AE)

- 1 DD 1: New (formerly RD/DD 1)
- 2 DD 2: Experienced (formerly RD/DD 2)
- 3 DD/Elementary Liaisons 3: Veteran

AVID for Higher Education

Please note that AVID for Higher Education (AHE) strands are for contracted AHE sites only. AHE strands will be offered at Dallas and San Diego 1 Summer Institutes.

- AHE: High Engagement Strategies for Academic Disciplines
- AHE: Teacher Preparation Initiative (TPI) Leadership
- AHE: Collaborative Leadership
- AHE: Seminar Instructors
- AHE: Career Technical Education (Dallas St only)
- AHE: Liaisons

KEY

- 1 1st Year and Beyond Attendee
- 2 2nd Year and Beyond Attendee
- 3 3rd Year and Beyond Attendee
- 4 4th Year and Beyond Attendee

Honolulu and Indianapolis will have limited strands.



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www.avid.org

About

What is AVID? Where is AVID? Schoolwide/Districtwide Initiatives Research Data & Results Who We Are Join Our Team! Overview

Elementary

AVID Summer Institutes 2014

This Way to Student Success!

Secondary

Overview Membership Demo Schools English Learner College Readiness AVID Test Prep Visit a Site

Higher Ed

Overview Student Success Teacher Preparation Blog Celebrations In the News Press Publications Radio Speakers Bureau Superstars Video

Blog & Media

Training & Events

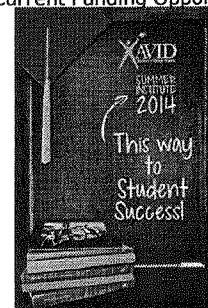
Professional Learning National Conference Summer Institutes USA Funding AVID Grant Writing Resources Current Funding Opportunities

Resources

Training & Events

- Professional Learning
- National Conference
- Summer Institutes USA
 - Speaker Contests

Summer Institute is AVID's annual professional learning training where contracted sites come to learn the latest in AVID methodologies and strategies to successfully implement AVID in their schools. This year, AVID Center will host ten Summer Institutes in nine cities across the country.



Contact

AVID Alumni Association Contact Us Donate

Past Conferences

- Summer Institute
- National Conference
- Up Where We Belong
- Juntos

Registration is Now Open!

Locations and Dates

Honolulu	June 4-6
Dallas	June 23-25
San Antonio	July 1-3
Tampa	July 1-3
Orlando	July 7-9
Sacramento	July 8-10
Indianapolis	July 14-16
Philadelphia	July 16-18
San Diego 1	July 30 - August 1
San Diego 2	August 4-6

See Registration Poster

Registration Fees & Deadlines

Early Bird Discount*	\$669	Available through May 1, 2014 * Early Bird for Honolulu ends April 15th
Regular Registration	\$739	After May 1, 2014
Late Registration	\$839	Applicable three weeks before each Institute start date

The registration deadline is two weeks before the start date of each Summer Institute. Registrations will be accepted on a space-available basis after the registration deadlines.

Hotel Information*

Institute	Hotel/Reservation Link	Address	Rates
Honolulu	Ala Moana Hotel	410 Atkinson Drive	\$159/189
Dallas	Hyatt Regency Dallas	300 Reunion Boulevard	\$184
	Omni Dallas	555 South Lamar Street	\$189
	Sheraton Dallas	400 North Olive Street	\$179
San Antonio	Grand Hyatt San Antonio	600 E. Market Street	\$165
	Marriott San Antonio Riverwalk	889 E. Market Street	\$169
	Marriott San Antonio Rivercenter	101 Bowie Street	\$159
Tampa	Tampa Marriott Waterside Hotel & Marina	700 South Florida Street	\$149
	Embassy Suites Tampa – Downtown	513 South Florida Avenue	\$144
	Convention Center		
Orlando	Grande Lakes Orlando JW Marriott/Ritz Carlton*	4040 Central Florida Pkwy	\$169
Sacramento	Hyatt Regency Sacramento	1209 L Street	\$184/209
	Sheraton Grand	1229 J Street	\$178/203
	The Citizen Hotel	926 J Street	\$189
	Holiday Inn Capitol Plaza	300 J Street	\$179
	Residence Inn Sacramento	1121 15th Street	\$184
Indianapolis	JW Marriott	10 S West Street	\$157
	Marriott Downtown	350 W. Maryland Street	\$155
Philadelphia	Marriott Downtown	1201 Market Street	\$189
	Loews Philadelphia	1200 Market Street	\$184
San Diego 1	Town & Country	500 Hotel Circle North	\$152/172
	Crowne Plaza	2270 Hotel Circle North	\$159
	Handlery Hotel	950 Hotel Circle North	\$159/169
	Doubletree-Hilton SD/Hotel Circle	1515 Hotel Circle South	\$175
	Doubletree by Hilton San Diego Mission Valley	7450 Hazard Center Dr	\$175
	Courtyard San Diego Mission Valley/Hotel Circle	595 Hotel Circle South	\$175
San Diego 2	Town & Country	500 Hotel Circle North	\$152/172
	Crowne Plaza	2270 Hotel Circle North	\$159
	Handlery Hotel	950 Hotel Circle North	\$159/169
	Doubletree-Hilton SD/Hotel Circle	1515 Hotel Circle South	\$175
	Doubletree by Hilton San Diego Mission Valley	7450 Hazard Center Dr	\$175
	Courtyard San Diego Mission Valley/Hotel Circle	595 Hotel Circle South	\$175

***Log into MyAVID.org to find out more information about meeting locations and venues.**

Meals

All Summer Institutes (note different meal times for Honolulu below): Registration fee includes a grab'n'go breakfast on the morning of Day 1. Breakfast the remaining days and lunch each day are on your own. The meals will include:

Day 1	Day 2	Day 3
7:00 - 8:00 am	7:00 - 8:00 am	7:00 - 8:00 am
Hot Breakfast Sandwich Juice, Fruit Coffee, Tea, and Decaf	Coffee, Tea, and Decaf	Coffee, Tea, and Decaf
Located at Your Site Venue	Located at Your Strand Venue	Located at Your Strand Venue
9:30 - 10:00 am	9:30 - 10:00 am	9:30 - 10:00 am
Coffee, Tea, and Decaf	Coffee, Tea, and Decaf	Coffee, Tea, and Decaf
Located at Your Strand Venue	Located at Your Strand Venue	Located at Your Strand Venue
2:30 - 3:15 pm		
Iced Tea, Lemonade, and Snack		
Located at Your Strand Venue		

Honolulu: Registration fee includes a grab'n'go breakfast on the morning of Day 1. Breakfast the remaining days and lunch each day are on your own. The meals will include:

Day 1	Day 2	Day 3
7:30 - 8:30 am	7:30 - 8:30 am	7:30 - 8:30 am
Hot Breakfast Sandwich Juice, Fruit Coffee, Tea, and Decaf	Coffee, Tea, and Decaf	Coffee, Tea, and Decaf
Located at Your Site Venue	Located at Your Strand Venue	Located at Your Strand Venue
10:00 - 10:30 am	10:00 - 10:30 am	10:00 - 10:30 am
Coffee, Tea, and Decaf	Coffee, Tea, and Decaf	Coffee, Tea, and Decaf
Located at Your Strand Venue	Located at Your Strand Venue	Located at Your Strand Venue
3:00 3:45 pm		
Iced Tea, Lemonade, and Snack		
Located at Your Strand Venue		

Cancellation and Refund Policy

What is AVID's cancellation and refund policy?

AVID Center must make financial commitments to its faculty, staff, and outside vendors/contractors on an annual basis for all Events. If cancellation becomes necessary, the following Cancellation Policy will prevail.

30 Days Before Event Date: With a \$75.00 Processing Fee

For change to or cancellation of any AVID Event, participants are required to provide *written* notice no fewer than 30 days before Event date. All requests must be *in writing* by completing the online Contact Form.

No written Notice or No-show: No Refund

If AVID Center does not receive written notice 30 days before Event date or if a participant is a no-show, participants will not be eligible for a refund. Registrations must be paid in full if cancellation does not fall within the guidelines above.

AVID Center seeks 100% customer satisfaction. AVID Center encourages participants to send a substitute if they are unable to attend an Event. Participants also have the option to attend a different Event offered in the same year. AVID Center must be notified in writing by completing the online Contact Form.

Cancellation by AVID Center

AVID Center reserves the right to cancel an Event or Summer Institute Strand due to low enrollment. you will be notified via email and any other available options will be given at that time.

In the event that AVID Center cancels an Event or Summer Institute Strand and you are unable to attend another Event or different Strand, AVID Center will refund 100% of registration cost if payment has already been received.

Last day to submit cancellation for refund (minus \$75.00 processing fee) is one month before each event begins.

Note: AVID Center is not responsible for making or canceling any Hotel or Airfare reservations.

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