

**Parkrose School District #3****As Per Board Policy DLC/DLC-AR****Request for Extended Travel**

NAME: Shaver Elementary: Amber Johnson, K'Lynn Struthers, Jody Tucker, TBA 4<sup>th</sup>/5<sup>th</sup> Grade  
Sacramento Elementary: Nicole Koffler, Heather Floyd

DATE: March 2, 2016 DEPT/BUILDING Shaver Elementary & Sacramento Elementary

PURPOSE: 2016-2017 AVID Summer Institute

DISTRICT BENEFIT: \_\_\_\_\_

TRAVEL DETAILS: 1. DESTINATION: San Diego, CA

2. DATES: July 31-August 3, 2016

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
TRAVEL	Airline \$291.00 x 6 people	\$1,746.00
MEALS	July 31-Dinner \$33.00 August 1-3: Breakfast, Lunch, Dinner \$198.00 \$ 231.00 x 6 people	\$1,386.00
LODGING	Town and Country Hotel \$164.00 without tax x 4 rooms x 3 days	\$1,968.00
REGIS/FEES	\$725.00 x 6 people Early bird registration	\$4,350.00
SUBSTITUTE		
OTHER	SuperShuttle Non Stop van \$106.00 round trip	\$106.00
TOTAL		\$9,556.00

**BUDGET SOURCE(S):****Shaver Elementary**

Registration (Total \$2,900.00) Budget Code: 212.1272.0641.928.050.000 Budget Title: Focus (Sh)

Travel (Total \$3,634.66) Budget Code: 212.1272.0342.928.050.000 Budget Title: Focus (Sh)

**Sacramento Elementary**

Registration (Total \$1,450.00) Budget Code: 212.1272.0641.927.050.000 Budget Title: Focus (SA)

Travel (Total \$1,571.34) Budget Code: 212.1272.0641.927.050.000 Budget Title: Focus (SA)

**BUSINESS SERVICES DIRECTOR SIGNATURE:** \_\_\_\_\_

SUPERVISORS RECOMMENDATION AND COMMENTS:

This is AVID Elementary teachers training  
for all new teachers to AVID Elementary.

SUPERVISOR SIGNATURE

*M. Lopez*

SEND FORM TO SUPERINTENDENT/DESIGNEE:

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

Karen F. Gray 3/3/16  
-ALS

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: \_\_\_\_\_

Welcome, **Michael Lopes-Serrao**

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## San Diego 2 – Mission Valley - August 1-3

### Files in this Section:

- [2016 Summer Institute ...](#)
- [2016 Summer Institute ...](#)

### Related to this Section:

[2016 AVID Summer Institutes](#)
[Frequently Asked Questions](#)
[Register for Summer Institute](#)
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[Schedule](#)
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[Tampa - June 13-15](#)
[Minneapolis - June 14-16](#)
[San Diego 1 - Downtown - June 21-23](#)
[Dallas - June 22-24](#)
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[Sacramento - July 11-13](#)
[Philadelphia - July 18-20](#)
[San Antonio - July 27-29](#)

### Related Links

[Registration Help Form 2016](#)

### Mission Valley

[Institute Check-In](#)  
[Meeting Locations](#)  
[Hotel Information](#)  
[Meals](#)  
[Institute Shuttle Transportation](#)  
[Travel Information](#)  
[What to Do in San Diego](#)  
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### Institute Check-In

Avoid long lines by checking in and picking up your Institute materials on Sunday from 2:00 pm–6:00 pm at the **Town & Country**. Check-in will continue on Monday from 6:30 am–8:00 am at the same location.

### Check-In, AVID Merchandise Sales, and General Session:

Town and Country  
500 Hotel Circle North  
San Diego, CA 92108

### Meeting Locations

Your strand and site team locations will be listed on your name badge. Please note that your strand and site team locations may be in different venues. AVID provides complimentary transportation between participating venues during the Summer Institute.

### Hotel Information

**Thank you for supporting AVID Summer Institute by staying at one of our contracted hotels!**

Your benefits include:

- Reduced hotel rates for Summer Institute attendees (negotiated by AVID Center)
- Free transportation between AVID contracted hotels and convention center
- Opportunities to network and share best practices with educators from all over the world
- Convenience of being located where Institute events take place (General Session, strand, and site team meetings, etc.)

### Town and Country Resort

500 Hotel Circle North  
San Diego, CA 92108  
(619) 291-7131 – Main Hotel  
(800) 772-8527 – Reservation Line

[Click here to reserve your hotel room](#)

Garden Rooms Rates: \$164 Single/Double  
Regency Tower Room Rates: \$164 Single/Double  
(Newly renovated) Royal Palm Tower Rates: \$179 Single/Double  
Reservation Deadline: July 9, 2016  
Cancellation Policy: Rooms must be cancelled 24 hours prior to arrival date  
Parking Info: \$10 daily self-parking, complimentary parking for hotel guests  
Internet: Resort fee of \$5 a day, which includes guest room internet and access to fitness room

### Crowne Plaza Hotel Circle

2270 Hotel Circle North  
San Diego, CA 92108  
(619) 297-1101 – Main Hotel  
(888) 233-9527 – Reservation Line  
Group code: AVID Center SDII

[Click here to reserve your hotel room](#)

Rate: \$165 Single/Double  
Reservation Deadline: June 30, 2016  
Parking Info: \$14 daily self-parking, \$11 overnight guests  
Internet: Complimentary Internet in all guest rooms

### Doubletree Mission Valley



7450 Hazard Center Drive  
 San Diego, CA 92108  
 (619) 297-5466 – Main Hotel  
 (800) 222-TREE – Reservation Line

[Click here to reserve your hotel room](#)

Rate: \$187 Single/Double  
 Reservation Deadline: July 10, 2016  
 Cancellation Policy: Rooms must be cancelled 48 hours prior to arrival date  
 Parking Info: \$15 self-parking, \$23 valet  
 Internet: Complimentary Internet in all guest rooms



**Handlery Hotel San Diego**  
 950 Hotel Circle North  
 San Diego, CA 92108  
 (619) 298-0511 – Main Hotel  
 (800) 676-6567 – Reservation Line

[Click here to reserve your hotel room](#)  
 Promo Code: AVID2016

Rate: \$165 Single/Double  
 Reservation Deadline: July 1, 2016  
 Cancellation Policy: Rooms must be cancelled 48 hours prior to arrival date  
 Parking Info: \$6 daily self-parking, \$12 overnight guests  
 Internet: Complimentary Internet in all guest rooms



**Marriott Mission Valley**  
 8757 Rio San Diego Drive  
 San Diego, CA 92108  
 (619) 692-3800 – Main Hotel  
 (877) 622-3056 – Reservation Line

[Click here to reserve your hotel room](#)

Rate: \$189 Single/Double  
 Reservation Deadline: July 11, 2016  
 Cancellation Policy: Rooms must be cancelled 48 hours prior to arrival date  
 Parking Info: Self-parking - \$4 for first hour \$4 every hour after up to \$18 maximum, valet - \$8 for first hour \$4 every hour after up to maximum of \$22  
 Internet: Complimentary Internet in all guest rooms for Marriott Rewards Members



## Meals

Your registration fee includes a grab-n-go breakfast on Day 1 and complimentary beverage breaks at the times and locations listed below.

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 <i>Located at Your Site Team Venue</i>	Coffee, Tea, and Decaf <i>Located at Your Strand Venue</i>	Coffee, Tea, and Decaf <i>Located at Your Strand Venue</i>
9:30 – 10:00 am	9:30 – 10:00 am	9:30 – 10:00 am
Coffee, Tea, and Decaf <i>Located at Your Strand Venue</i>	Coffee, Tea, and Decaf <i>Located at Your Strand Venue</i>	Coffee, Tea, and Decaf <i>Located at Your Strand Venue</i>
2:30 – 3:15 pm*		
Iced Tea, Lemonade, and Snack <i>Located at Your Strand Venue</i>		

\*Iced Tea, Lemonade, and Snack Break staggered in 15 minute increments.

## Institute Shuttle Transportation

AVID provides complimentary transportation between participating venues during the Summer Institute.

## Travel Information

For airport transportation, go to [www.san.org](http://www.san.org). For information about public transportation, maps, and points of interest for downtown San Diego, visit the [San Diego city website](#).

## San Diego: Guides to the Good Stuff

Mission Valley is Centrally located with easy access to the San Diego Zoo, SeaWorld San Diego and downtown's Gaslamp Quarter, Mission Valley offers a host of affordable accommodations for families and business travelers alike. Bustling with activity, Mission Valley is an epicenter of dining, shopping and entertainment, with plenty of restaurants, retail malls, movie theaters, the 27 hole Riverwalk Golf Club. For exciting dining and entertainment options see what our local professionals including world-renown pro-surfer Rob Machado, celebrity chef, Marcela Valladolid and many others suggest by [clicking here](#).

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