



1: Register Your Team for the February 2010 CSP Workshop!

Middle School:	School District:
GEAR UP Site Contact:	
Phone: ()	Fax: ()
Email:	

2: Select one of the following:

	<u>Location</u>	<u>Date</u>	<u>Registration Deadline</u>
<input type="checkbox"/>	Doubletree, Berkeley Marina 200 Marina Blvd. zip: 94710 www.berkeleymarina.doubletree.com	Wednesday January 27, 2010 7:30 am—3:30 pm	Tuesday, January 5, 2010
<input type="checkbox"/>	Hilton, Los Angeles/Glendale 100 West Glenoaks Blvd. zip: 91202 www.glendale.hilton.com	Tuesday February 9, 2010 7:30 am—3:30 pm	Tuesday, January 19, 2010

3: Team Members sign up below. Your signature is your *commitment* to attend.

You may add up to 2 additional team members on separate sheet.

<u>Name</u> (as you wish it to appear on your name tag) Legible handwriting is appreciated	<u>Title</u>	<u>Signature</u>
	PRINCIPAL (<i>Presence is Required</i>)	
	SITE CONTACT (<i>Please add your Position Title here</i>)	
	COUNSELOR	
	LANGUAGE ARTS TEACHER	
	MATHEMATICS TEACHER	
	PARENT (<i>an important part of your team</i>)	

4: Sign up for overnight accommodations: (check one)

- We do not plan to stay overnight, because our members will drive to the site.
- We are more than 50 miles from the hotel and plan to stay overnight. Our Site Contact will confirm the list of registered names **prior to the deadline above**. Each eligible school may reserve up to 6 guestrooms.

5: Please submit your registration before the appropriate deadline above to Ms. Blaze Farrar at California GEAR UP by email (after scanning): blaze.farrar@ucop.edu or by FAX: (510) 587-6354. Call with questions: 510-587-6129.



***Academic Excellence and College Access for All Students:
Sustaining Our College-Going Culture***

**Continuing Sustainability Project Workshop Information for:
Northern California – Wednesday, January 27
Southern California – Tuesday, February 9**

Hello Principals and Leadership Team Members!

Please complete and return registration materials *prior to Jan. 5, 2010 for the North and prior to Jan. 19, 2010 for the South.*

What to Bring

- Your school's "Best Strategies" for timely interventions and support for struggling students to share with other schools
- GEAR UP Annual Evaluation for Principals and Site Contacts from Watson Education Services
- School-wide SSAR Tally Results (if completed)
- Pre-survey results from staff

Workshop Outcomes for Leadership Teams

- Engage in a Professional Learning Community by participating in professional readings and dialogue
- Debrief school-wide SSAR conversations and facilitation
- Determine and examine the evidence of growth in the SSAR Conditions
- Revisit sustainability and determine next implementation steps
- Share "Best Strategies" for timely intervention and support for struggling students

Hotel Information

For participants whose school is more than 50 miles from the hotel, accommodations are available for the night of Tues., Jan. 26, 2010 at the Doubletree at the Berkeley Marina or on Mon., Feb. 8, 2010 at the Hilton Hotel in Los Angeles-Glendale. Eligible schools are approved for up to six rooms. Please fax the attached request form **no later than the deadline** to reserve a room. **Please do not contact the hotel directly**, because we are making reservations with a master guest list.

Rental Cars

GEAR UP is *not able* to provide reimbursement for rental cars.

Parking and Mileage Reimbursement

California GEAR UP will reimburse participants who are driving at a rate of \$0.55 per mile (*rate subject to change without notice*). Please round to the nearest mile. GEAR UP will also reimburse for hotel parking expenses, when applicable. An original receipt is required for reimbursement. A reimbursement form with further instructions will be available at the workshop.

Meals

California GEAR UP is pleased to provide breakfast and lunch for Leadership Team members who are participating in the workshop. (Other meals are on your own.)

Substitute Teacher Reimbursement

The cost of up to three substitutes will be reimbursed by California GEAR UP. One invoice per school will need to be submitted to California GEAR UP following the workshop. Each school should check on the district procedures to make sure that all the appropriate paperwork and documentation are done prior to the workshop to assure that reimbursement can be done in a smooth and timely manner.

Questions?

If you have questions regarding the programmatic aspects of the workshops, please contact **Ms. Gina Rodriguez**, Professional Development Manager, at **Email:** Cynthia.Rodriguez@ucop.edu or **Phone:** (323) 363-1757.