



Pajaro Valley Unified School District
294 Green Valley Road
Watsonville, CA 95076

Conference (Out of County) Request Form A

This form must be completed and signed first by the site administrator, followed by the assistant superintendent before registration and travel arrangements are made. This form is optional for staff development not requiring district funding, a substitute or attending on district time.

NOTE: This is only approval to attend the conference. Requesting site/department must process requests for substitutes or buses if necessary.

Date:	
Name:	
Site:	
Names of Attendees:	
Name of Conference:	
Conference Dates:	
Location of Conference:	
Estimated Total Cost:	

Please check specific school/district goals dealing with improving student achievement this conference/ workshop addresses:

☐ **Goal #1: Universal Achievement – All Students Career and College Ready**

- Provide relevant, engaging and common core aligned instruction to all students. Fully implement LCAP. Practice informed instruction through teacher collaboration and formative assessments.
- Increase students scoring Proficient and above on the CCSS-SBAC English language arts and mathematics assessments and increase percent of students who demonstrate 'readiness for college' or 'ready for college- conditional' on EAP.
- Close gap between subgroups and ensure that all students have equitable access to A-G courses. Improve pathway options for Career Technical Education. Improve equal opportunity to technology access for all students. Ensure all students have access to all available resources.
- Increase student access to Visual and Performing Arts in grades K – 12.
- Provide student access to standards-aligned instructional materials.
- Improve partnership with higher education institutions and other agencies to further support student achievement and opportunity.
- Increase percent of English learners who demonstrate at least one year of progress toward English fluency as measured by the state English language development test and decrease the number of Long Term English Learners

☐ **Goal #2 Sound Operational Oversight**

- Ensure that facilities provide equitable, sound learning and working environments.
- Maintain a balanced budget while effectively maximizing all resources to fulfill educational priorities through responsible fiscal oversight.
- Improve grant procurement and management to support current educational initiatives/projects.

☐ **Goal # 3: Positive and Supportive Culture**

- Promote a safe, supportive, and positive school environment that encourages positive behavior and increases students' sense of connectedness.
- Ensure all schools provide a safe, healthy and positive school environment for all students and staff. Improve equal access to socio-emotional support for all students through continued collaboration with PVPSA as well as other service agencies.
- Increase parent participation in parent education trainings, and increase parent capacity and participation in school governance and decision-making.

☐ **Goal #4: Develop Human Capital**

- Ensure all teachers are appropriately credentialed for their assignment. Ensure adequate staffing at all levels.
- Attract, hire, develop and retain highly qualified staff throughout the district ensuring effective accountability systems for faculty, staff and administration.
- Develop succession plan to prevent disruption of services.

Principal/Supervisor Signature:

_____ Date : _____

Assistant Superintendent or
Superintendent Signature :

_____ Date : _____

After the conference, completion Page 3 of this document, Conference/Meeting Report, Form B, is required:

cc: Dr. Michelle Rodriguez, Superintendent
Kristen Shouse, Assistant Superintendent, Secondary Services
Kasey Klappenback, Assistant Superintendent, Elementary Services
Dr. Chona Killeen, Assistant Superintendent, Human Resources
Lisa Aguerria, Assistant Superintendent, Educational Services
Joe Dominguez, Chief Business Officer

Conference/Meeting Report Form B

Please complete after conference/meeting attendance

Please check which of the following district goals for improving student achievement were addressed by the sessions/meetings you attended:

- ☐ **Goal #1: Universal Achievement – All Students Career and College Ready**
- ☐ **Goal #2 Sound Operational Oversight**
- ☐ **Goal # 3: Positive and Supportive Culture**
- ☐ **Goal #4: Develop Human Capital**

Your Name:		Date:	
Name of Conference/Meeting attended:			

Please provide information on the following items regarding the conference.

1. Titles of Sessions attended:	•
2. Describe how the conference sessions were aligned to the district goals:	
3. Discuss the strategies you learned about improving student achievement:	
4. Discuss the actions your team would plan to implement as a result of attending the session:	
5. Write a brief statement of your recommendations for future attendance at this conference:	

Please return to your site administrator with a copy to the Superintendent or Assistant Superintendent's Office. Thank you.