

City of Augusta
 Department of Public Education
Out of District Day Request Form
 (In-State & Out-of-State Request)

RECEIVED
 FEB 28 2020
 BY: SP

Purpose of Out of District Day (Check One Please):
 Professional Development*
 Student Activity

Name: Joshua Poulin School: Cory HJ Today's Date: 2/25/2020
 Name of Professional Development/Activity: Making Best Use of Desmos to Strengthen Math Instruction
 Date(s) of Professional Development/Activity: April 30, 2020 Location of Professional Development/Activity: Manchester NH

1. Please state the purpose of the Professional Development/Activity:
Learn to integrate Desmos (free online math program) into multiple classes (Geo, Alg 2, Calc AB/BC)
 2. Please explain how the Professional Development/Activity will benefit your students:
See #1 Above
 3. Please explain the arrangements you have made or will make to accommodate your students: Sub (hopefully) and plans for the day
- Substitute Needed? YES NO If YES, indicate # of days: 1
4. Please cite some examples of sessions you are planning to attend, if applicable (attach information if you like): 5 Hour workshop on Desmos

Josh Poulin
 Educator's Signature Date: 2/25/2020

[Signature]
 Special Education Director - OR - Program Supervisor Approval Date: 2/27/2020

Donna Madore
 Building Administrator's Approval (required for all requests) Date: 3-2-20

[Signature]
 Superintendent's Approval/Board Approval Date: 3-2-20
 (required for out-of-state & overnight requests - to be made 1 month prior)

Estimated Costs:	Registration	\$ 279	0100-1200-1000-19-300-
	Accommodations	\$ 0	161-00-00-65330
	Meals	\$ 0	
	Mileage	\$ 175.16	0100-1200-1000-19-300-161-
	TOTAL	\$ 454.16	00-00-65581
	Budget Account #:		

302 miles @ 58¢/mile

***PLEASE NOTE:**
 If This Form Requests the Use of a Professional Development Day,
 Employee is Responsible for Registration

For Central Office Use Only
 Frontline Confirmation #

PLEASE SEND ALL REQUESTS TO: Donna Madore, Assistant Superintendent, at the Central Office