

**Elk Grove High School**  
**Request for Funding**  
**Release Days, Workshops, Conferences and Materials**

Complete this form and submit to principal for review as soon as possible to secure funding. Do not make any payments, reservations, or otherwise financially obligate funds without prior approval of the principal. Please complete one form per event/item.

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Department: \_\_\_\_\_

**Release Days, Workshops, Conferences:**

Requesting to attend: (name of event): \_\_\_\_\_

Date(s): \_\_\_\_\_ Location: \_\_\_\_\_

Name(s) of attendee(s): \_\_\_\_\_

**Cost Estimates**

<u>Item</u>	<u>Cost</u>	<u># Attendees</u>	<u># Days</u>	<u>Total</u>
Registration	_____	x _____		= _____
Materials	_____	x _____		= _____
Substitute	\$180/day	x _____	x _____	= _____

Optional, if funding is available. If any are required to attend please indicate that.

Mileage: # miles round trip \_\_\_\_\_ x \$.545 = \_\_\_\_\_

Hotel: room cost per night \_\_\_\_\_ x # nights \_\_\_\_\_ = \_\_\_\_\_

Food: # days \_\_\_\_\_ x \$56 = \_\_\_\_\_

Materials: (attach quote/estimate) \_\_\_\_\_ = \_\_\_\_\_

Total Estimate: \_\_\_\_\_

Strategic Goal: \_\_\_\_\_ Benefit of attendance/materials: \_\_\_\_\_

Measured outcome(s): \_\_\_\_\_

Department Chair Review: \_\_\_\_\_

Principal Review: \_\_\_\_\_  Approved  Denied

Funding Source:  Site Instructional  Site Admin  Department  Academic Comp  AP Training  
 AP Outreach  AVID  CTE  EL  Ext Day  SAGE  Student Fees  Supp Con  TDA  ASB

## EGUSD and EGHS Local Control Accountability Plan

### Expenditure Requirements:

All expenditure must align to the District's/Site's four Strategic Goals and fall within the following categories:

- o **Professional learning** (including release time, conferences/travel, books and other professional learning materials)
- o **California Learning Standards aligned materials** (preapproved by the Director of Curriculum and Professional Learning)
- o **Instructional Technology** (preapproved by the Director of Technology Services)
- o **Compensation for extended learning**
- o **PBIS program support**
- o **Other** (preapproved by the Associate Superintendent of Elementary/Secondary Education)

**Strategic Goal 1:** All students will receive high quality classroom instruction and curriculum to promote college and career readiness and close the achievement gap.

**Strategic Goal 2:** All students will benefit from instruction guided by assessment results, (formative, interim, and summative) and continuous programmatic evaluation.

**Strategic Goal 3:** All students will have an equal opportunity to learn in a culturally responsive, physically and emotionally safe environment.

**Strategic Goal 4:** All students will benefit from programs and services designed to inform and involve family and community partners.