

# CURRICULUM DEVELOPMENT AP SUMMER STUDENT SUPPORT

This form is to be completed by teachers working on approved curriculum development activities and/or for active support of students taking AP courses. For reimbursement, forms must be complete, signed, and submitted to the Superintendent no later than August 20. Submit a separate form for each course.

Teachers assigned to new courses or creating new courses may request compensation for **initial** planning up to one full day (7 hours) for each full year course and one half day (3.5 hours) for each semester course between June 15 and August 15. Pre-approval required through the building principal. Submit preliminary course syllabus with this form.

Teachers providing direct instructional support to students enrolled in an AP course may submit up to one-half day (3.5 hours) between June 15 and August 15 for each AP course which requires mandatory summer work by students. Pre-approval not required.

EMPLOYEE NAME:	PRINCIPAL:
BUILDING ASSIGNED:	DATE SUBMITTED:
COURSE NAME / AP COURSE SUPPORTED:	

DATE	START TIME	END TIME	AP STUDENT CONTACT (X). INITIALS OF STUDENT(S)	PLANNING / PREPARATION FOR NEW COURSE (X)	<b>TOTAL HOURS</b>
Date					
Date					
Date					
Date					
Date					
Date					
Date					
Date					
Date					
<b>TOTAL HOURS</b>					

EMPLOYEE SIGNATURE:	
PRINCIPAL SIGNATURE:	