

4 November 2023

Dear AP Teachers,

We are looking forward to your arrival in Camas, Washington for the Oregon-Washington AP Summer Institute. We want to share some information about the institute. Please be mindful we are guests of Union High School, and we must follow their rules and procedures.

The Oregon-Washington APSI is approved by the College Board and all of our workshop leaders are trained and certified by the College Board. Your workshop leader will be working to ensure you understand the AP curriculum and the AP Test in your subject area. The College Board requires every APSI course to deliver 30 hours of instruction. The 30 hours might include 2 or 3 hours of homework and or 1-2 hours of independent study. Upon completion of the AP course, you will receive a certificate from the College Board and the Oregon-Washington APSI stating you have completed 30 hours of professional development.

Please bring your lap-top computer, pen & pencil, a notebook, calculator, etc. to your sessions. Oregon-Washington APSI participants will receive either a 3-ring binder of their subject's College Board Course Exam Description (CED) or electronic access to the binder. Most of the AP Consultants have their files stored on their own Google Drive. You will have access to the Union High School guest Wi-Fi service while on campus.

**SCIENCE LABORATORY CLASSES-** All UHS science laboratory rooms require people to wear safety goggles, long pants, socks and closed toed shoes when chemicals are being used. No food or drinks are allowed in any science laboratory rooms on the UHS campus.

Please bring your own water bottle to fill. We are trying to keep from throwing away hundreds of plastic water bottles. No food or drinks are allowed in any classrooms on the UHS campus. You may leave water bottles and food just outside of the classroom door.

Registration and Payment of Tuition and Fees for the APSI. Your registration is not complete until payment is received by the Oregon-Washington APSI. Credit card payment is made via the public Oregon-Washington APSI web site. All teachers must have paid for the APSI or had their school district pay for the APSI prior to the start of the APSI on Tuesday August 6. Contact Tom Greenbowe if you are in a precarious financial position.

APSI Badge Distribution will start at 7:30 am Tuesday morning August 6 in the Lobby of the Main Building of Union High School. At 8:05 am everyone will meet in Cafeteria for a short overview of the APSI and introductions to the APSI Co-Directors and Consultants. After the introductions your consultant will escort you to your classroom

APSI Schedule. Tuesday – Thursday we have classes 8:00 am – 4:15 pm with Office Hours from 4:15 pm until 4:30 pm. On Friday mid-morning break at 10:00 am and an end about at 1:15 pm depending on the schedule of your workshop. Your workshop leader will schedule the time of the breaks at his/her/their discretion.

The cafeteria will be the location for breaks and lunch. AS UHS campus map and a Tentative List of Buildings, rooms and AP courses will be available on the Oregon-Washington APSI web site. The official listing of buildings, rooms, and subject sessions will be posted in the lobby and posted on the Oregon-Washington APSI public web site on Monday afternoon August 5, 2023.

Lunch is provided for all participants and consultants from noon until 12:45 pm. We will have staggered start times for each workshop for lunch. There will be coffee, tea, juice, muffins, donuts, fruit, and snacks in the early morning on Tuesday August 6 starting at 7:20 am. This is the only day we will offer coffee, tea and juice in the early morning. On Friday we are not providing lunch.

Pacific House Happy Hour. We are planning an optional APSI Meet and Greet Happy Hour on Tuesday August 6 from 4:30 pm- 5:45 pm at the Pacific House at Union Station. APSI teachers will receive one free ticket good for an exchange for an adult beverage or a nicely crafted beverage with carbon dioxide bubbles. Appropriate light food will be served. Come and mingle and get to know other APSI teachers and consultants.

Book Publishers. There will be several vendors displaying in the lobby on Tuesday August 6 and Wednesday August 7. The vendors have contributed funding to help pay some of the costs for the APSI. Be sure to visit their tables and check out the resources!

College Credit. If you want college credit for this APSI, sign-up for NNU credit (Northwest Nazarene University) in the lobby of the LPSC during lunch. Information will be posted on our Oregon APSI web site and in the LPSC lobby Tuesday and Wednesday. You will have two days to decide if you want to pay \$120 to NNU for 2 credits. NNU Credit (Northwest Nazarene University, Idaho). link to the course to be posted on the Oregon-Washington APSI web site in June. If anyone needs help, teachers can call the NNU main line at (208)467-8439 for assistance.

- Participants need to complete their NNU online registration before the end of the APSI.

Washington Clock Hours. For Washington AP Teachers have the option of procuring Washington Clock Hours. We will explain at the APSI what needs to be done. We have the Washington Clock Hour form.

Outdoor Recreation. There are numerous recreational activities locating within a 45-minute drive from the UHS campus. Oregon and Washington have rugged and wild outdoor regions that are not manicured theme parks. Each year several people in the big outdoors lose their life because they were not prepared or did something not safe.

Before attempting an outing purchase a guidebook and read about the area you will visit. Talk to teachers from Oregon and Washington who are in your subject group who are experienced hikers. Do not hike or venture along the coast or in the Cascade Mountains alone. Highways to the coast or to the mountains are narrow and full of sharp turns. It is difficult to maintain a vehicle in the lanes. Too often drivers cross the center line during a curve and there are accidents. It takes an experienced driver to successfully navigate these roads. Tell your AP Consultant where you are going and when you will return.

Daily schedule Tuesday, Wednesday, Thursday:

8:00 am – 10:00 am Session 1

Morning Break (between 10 and 10:30 am for 15 minutes)

Session 2 to noon

Lunch 45 minutes between noon and 12:45 pm

Session 3. 12:45 pm – 2:00 pm

Afternoon break (between 2 – 2:30 pm for 15 minutes)

Session 4 (ends 4:15 pm)

Session 5 Office Hour and Independent Study (4:15 pm – 4:30 pm)

Friday Schedule

8:00 am – 1:15 pm with a break between 10 – 10:30 am for 15 minutes. No lunch is planned.

If you have any concerns or need help with anything, please contact us.

Sincerely,

Thomas Greenbowe, Director, Oregon-Washington

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