

Rec 9/7

SANDIA PREP

Master Calendar Event Request

Today's Date 9-6-2013 Requested by: Claudio Perez

Contact Phone Number: 453-6213 email: CPerez@sandiaprep.org

What: Name of Event: Modelo Naciones Unidas (Model UN in Spanish)
Description of Event: Students are going to the Hispanic Culture Center to debate other schools.

When: Start: 2/12/2013 Time: 8:30 AM M
End: 2/17/2013 Time: 2:30 AM/PM
Setup Time _____ AM/PM Depart Time _____ AM/PM (for trips)
Breakdown _____ AM/PM Return Time _____ AM/PM (for trips)

Where: Locations of Event: Hispanic Culture Center

Who: SPS Groups Involved: Language Dept
Grade: 6 _____ 7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12

Other Groups/Schools Involved: Basque

Total Number of Participants: _____

About: Departments: Spanish

Activity Type: _____
(i.e. Social event, Baseball, Soccer, chess club)

Event Type: _____
(i.e. assembly, game, practice, meeting, dance)

Equipment Needed: NA
(i.e. table, chairs, electronic, technical, sound, etc.)

Sporting event - Home _____ Away _____ (at: _____)

Setup Instructions: _____
NA

Documents to be Attached to file: _____

Events Coordinator _____ Director of Studies _____ IT Dept _____
Athletic Director _____ Maintenance _____ scanned _____
Business Office _____ Coordinator(s) _____ attach _____