

Pueblo High School
Guest Speaker/Video/Outside Media Resource
Approval Form

Please complete the following document and submit to administration at least two weeks prior to the presentation. This notice will be returned to you and must be included with your printed lesson plan documentation.

Name of Responsible Teacher: _____

Subject: _____ **Grade:** _____ **Period:** _____

Name of Guest/Video: _____

Date of Presentation: _____

Purpose of Presentation:

Objectives of Presentation:

Please provide a brief, but explicit explanation of how the presentation will support the planned instructional objective of your classroom instruction. Please include the long-term impact you anticipate the presentation will provide to your students.

Date speaker was notified of district policy for their presentation, and school policies for visitors on campus.

Date

Signature of Administrator

Date