

AMPHITHEATER PUBLIC SCHOOLS
STAFF/STUDENT TRAVEL REQUEST

Attach supporting documentation as needed

ORIGINAL SUBMISSION

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL

SCHOOL: La Cima

ESTIMATED NUMBER OF STUDENTS: 76

NAME OF SCHOOL GROUP/CLUB/ENTITY: La Cima Middle School Music Department

STAFF ADVISOR(S)/CHAPERONES: Keith Koster, Andrea Steele, Betsy Gardner, Andragayle Pye, Kate Guymon, Carolina Ruiz, Vanessa Cruz Gonzalez, Dulce Duarte, Jessi Erickson, Ray Gee, Jilliane Lewis, LaShayna Hoskle, Venecia Miranda, Gilbert Olivas, Dela Perez, Abigail Boteo, Cirila Munyon, Wayne Underwood, Betsy Gonzalez.

ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 1

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Forum Music Festival

DESTINATION OF TRAVEL: Fullerton College ; Fullerton, CA

DATES OF TRAVEL: April 25-27, 2019

ACADEMIC BENEFITS TO STUDENTS: National music festival experience permits students to better understand their progress and appropriate musical standards for their grade and experience level. Students build team work, improve their musical skills and their confidence. Students have the opportunity to hear one another, as well as ensemble from other schools attending the festival. Each group will present a performance for evaluation by nationally known adjudicators.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Charter buses: Mountain View Tours

Are expenses paid from any of the following accounts? Auxiliary Tax Credits Club Funds
Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$13,050.00</u>	<u>525/526-00-100-1001-165-6892</u>
Transportation	<u>\$8,700.00</u>	<u>525/526-00-100-1001-165-6519</u>
	<u>\$350.00</u>	<u>525/526-00-100-1001-165-6892</u>

Meals	_____	_____
	\$0.00	_____
Lodging	_____	_____
Substitutes	\$440.00	<u>525-00-100-1001-165-6113</u>
TOTAL	\$22,540.00	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **No**
 IF SO, SOURCE & AMOUNTS: _____

HOW ARE CHAPERONE EXPENSES PAID? **Self**

COST TO EACH STUDENT \$ **\$225.00**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Forum Festival scholarships, tax credit donations, La Cima scholarships, and club funds.**

FUNDING SOURCE(S): **Tax credit donations, student family contributions, and fundraising.**

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Car washes, walk-a-thon, butterbraid sales, and crowd funding.

The travel is necessary for the implementation of the project funding the travel.

SUBMITTED BY: *Kate A. Koste* 4.05.19
 Signature Date

APPROVED BY: *[Signature]* 4-12-19
 Principal/Supervisor Date

Michael Byars 4/16/19
 Associate Superintendent/Superintendent Date

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SCHOOL: Coronado K-8

ESTIMATED NUMBER OF STUDENTS: 7

NAME OF SCHOOL GROUP/CLUB/ENTITY: Odyssey of the Mind Elementary Team

STAFF ADVISOR(S)/CHAPERONES: Stacey Sherman - Advisor/Coach, Emily Sherman - Coach, Erin Robles, - Parent, Alex Bruce - Parent, Maggie Luke - Parent, Gia Salazar - Parent, Ana Egurrola - Parent, Jessica Madsen - Parent

ABSENCE: # Days 5 Sub Required: Yes No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Odyssey of the Mind 2019 World Championships

DESTINATION OF TRAVEL: Michigan State University, 220 Trowbridge Rd., East Lansing, Michigan 48824

DATES OF TRAVEL: May 22- May 26, 2019

ACADEMIC BENEFITS TO STUDENTS: Students will spend 5 days at Michigan State University at the 2019 International Odyssey of the Mind Competition. They will compete with teams from all over the world and present a solution created by the team to a complex technical problem they have been working on all year. They will perform their solution in the form of an 8 minute presentation that they have created. During the presentation they will practice public speaking skills, problem solving, and working in a group to create a solution to a complex problem. They will also compete and participate in various problem solving activities throughout the week provided by the Odyssey of the Mind Coordinators, using higher order thinking and synthesizing artistic and scientific thinking.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Airline travel then shuttle bus to and from the venue

Are expenses paid from any of the following accounts? Auxiliary Tax Credits Club Funds
Parent Organization

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$10,115.00</u>	<u>525/526/530 00.100.1001.115.6892</u>
	_____	_____
	_____	_____

Transportation	\$11,065.00	<u>525/526/530.00,100.1001.115.6519</u>
	<u>Included in registration</u>	_____
Meals	_____	_____
	<u>Included in registration</u>	_____
Lodging	_____	_____
Substitutes	\$250.00	<u>530.00,100.3400.115.6113</u>
TOTAL	<u>\$21,430.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? N/A
 IF SO, SOURCE & AMOUNTS: _____

HOW ARE CHAPERONE EXPENSES PAID? Fundraising, class and club funds, tax credits and personal financial responsibility.

COST TO EACH STUDENT \$ 0

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? District funds, Tax Credit funds and sponsors.

FUNDING SOURCE(S): Amphitheater District contributions, tax credits, fundraisers and sponsors

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Ticket sales, hat day, car washes, group sales items

The travel is necessary for the implementation of the project funding the travel.

SUBMITTED BY: Stacey Shemann 4/16/19
 Signature Date

APPROVED BY: [Signature] 4/16/19
 Principal/Supervisor Date

Michael Bujan 4/16/19
 Associate Superintendent/Superintendent Date

AMPHITHEATER PUBLIC SCHOOLS
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SCHOOL: Rio Vista

ESTIMATED NUMBER OF STUDENTS: 6

NAME OF SCHOOL GROUP/CLUB/ENTITY: Odyssey of the Mind Team Division 1, Problem 2

STAFF ADVISOR(S)/CHAPERONES: Vanessa Hill, Diane Cocio, Karla Gutierrez, Steven Reimer

ABSENCE: # Days 2 Sub Required: Yes No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Odyssey of the Mind World Finals

DESTINATION OF TRAVEL: Michigan State University, Lansing, Michigan 48824

DATES OF TRAVEL: May 22-26, 2019

ACADEMIC BENEFITS TO STUDENTS: Our school is a No Excuses University School. The opportunity for students to stay on the Michigan State University Campus in the dormitory and eat in the university cafeteria will provide hands-on college life experience. The competition itself adheres to many of the 21st century skills needed by students such as creativity, critical thinking, cooperative learning, communication, and team work. In addition, students used the Engineering Design process to design and build an original, mechanical creature that performs three tasks. They also designed and built three sets and a zip line. The team has been working all year on solving their problem. World Finals is the culmination of all their hard work.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other air and shuttle service

Are expenses paid from any of the following accounts? Auxiliary _____ Tax Credits yes Club Funds _____
Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$5,950.00</u>	<u>526-00-100-1001-117-6892</u>
Transportation	<u>\$6,387.00</u>	<u>526-00-100-1001-117-6519</u>
Meals	<u>Included in registration</u>	_____

Lodging included in registration _____
Substitutes n/a _____
TOTAL \$14,810.00

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no
IF SO, SOURCE & AMOUNTS: _____

HOW ARE CHAPERONE EXPENSES PAID? One chaperone's expenses will be paid using tax credit funds, two chaperones will pay for their own expenses.

COST TO EACH STUDENT \$ 335.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? We are collecting tax credit donations to try to offset costs for our low income families, we have applied for scholarships, a housing grant, and asked for donations from out-of-state family members and friends.

FUNDING SOURCE(S): tax credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):

SUBMITTED BY: Vanessa C. Hill 4/17/19
Signature Date

APPROVED BY: Dianna Kuhn 4/17/19
Principal/Supervisor Date

Michael Bayan 4/17/19
Associate Superintendent/Superintendent Date

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SCHOOL: AHS

ESTIMATED NUMBER OF STUDENTS: 12

NAME OF SCHOOL GROUP/CLUB/ENTITY: Boys Basketball

STAFF ADVISOR(S)/CHAPERONES: Ben Hurley, Ronnie Lise, Justin Holbrook

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Point Loma University Tournament - Varsity Basketball Tournament/Competition

DESTINATION OF TRAVEL: Point Loma Nazarene University 3900 Lomaland Dr. San Diego, CA 92106

DATES OF TRAVEL: 6/20/2019 - 6/23/2019

ACADEMIC BENEFITS TO STUDENTS: Students will compete with other high schools from California.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Rental Vans from Enterprise

Are expenses paid from any of the following accounts? Auxiliary _____ Tax Credits Club Funds
Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>399.00</u>	<u>850/526-00-100-1001-281-6892</u>
Transportation	<u>\$1,200.00</u>	<u>850/526-00-100-1001-281-6519</u>
Meals	<u>\$1,000.00</u>	<u>850/526-00-100-1001-281-6892</u>
Lodging	<u>\$1,744.56</u>	<u>850/526-00-100-1001-281-6892</u>
Substitutes	_____	_____

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SCHOOL: IRHS

ESTIMATED NUMBER OF STUDENTS: 1

NAME OF SCHOOL GROUP/CLUB/ENTITY: JROTC

STAFF ADVISOR(S)/CHAPERONES: 1SG Tracy Schwartzkopf (Anthony)

ABSENCE: # Days 0 Sub Required: Yes No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: JROTC Leadership & Academic Bowl National Championship

DESTINATION OF TRAVEL: Washington D.C.

DATES OF TRAVEL: 20 - 25 June 2019

ACADEMIC BENEFITS TO STUDENTS: Leadership Competition.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Commercial Air & Public Transportation in Washington D.C.

Are expenses paid from any of the following accounts? Auxiliary _____ Tax Credits _____ Club Funds _____
Parent Organization College Options Foundation

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>N/A</u>	<u>NA</u>
Transportation	<u>N/A</u>	<u>NA</u>
Meals	<u>N/A</u>	<u>NA</u>
Lodging	<u>\$0</u>	<u>NA</u>
Substitutes	<u>0</u>	<u>NA</u>
TOTAL	<u>N/A</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No
IF SO, SOURCE & AMOUNTS: _____

HOW ARE CHAPERONE EXPENSES PAID? Cadet Command

COST TO EACH STUDENT \$ 0

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Travel is being paid for by Cadet Command for Cadets who made it to Nationals.

FUNDING SOURCE(S): Cadet Command

FUNDRAISING ACTIVITIES PLANNED (If applicable):

N/A

SUBMITTED BY: _____ [Signature] _____ 4/3/19
Signature Date

APPROVED BY: _____ [Signature] _____ 4.5.19
Principal/Supervisor Date

Michael Bayan _____ 4/16/19
Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
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THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Angelica Siqueiros _____ SCHOOL: District Offices
 _____ Department (opt.): Amphi Parents as Teachers
 _____ DATE(S): May 5-10, 2019

ACTIVITY/EVENT: Parents as Teachers Foundational and Model Training
 LOCATION: Parents as Teachers National Center, 2228 Ball Drive, St. Louis MO 63146

ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 6

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)


<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u> (Note: Tax credit contributions are District funds and require a budget code.)
Registration <u>\$990.00</u>	<u>474-19-100-2579-510-6360</u>
Transportation <u>\$510.54</u> Mode <u>airplane</u>	<u>474-19-100-2579-510-6582</u>
Rental Car <u>N/A</u>	
Meals <u>\$252.00</u>	<u>474-19-100-2579-510-6582</u>
Lodging <u>\$700.00</u>	<u>474-19-100-2579-510-6582</u>
Substitutes <u>n/a</u>	<u>474-19-100-2579-510-6582</u>
TOTAL <u>\$2,452.54</u>	

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Obtain certification in the Parents as Teachers Foundational and Model implementation

Outcomes and academic benefits to students and staff: This 5 day training lays the foundation for the PAT approach to home visitation. Training incorporates the Parents as Teachers Quality Assurance Guidelines and offers implementation strategies.

The travel is necessary for the implementation of the project funding the travel.

Submitted by:  4/4/19
 Signature Date
Darlene Manacci 4.4.19
 Principal/Supervisor Date
Michael Bujan 4/11/19
 Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
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EMPLOYEE(S): Caitlyn Rathbun Laurie Mulcahy SCHOOL: Prince
 _____ _____ Department (opt.): _____
 _____ _____ DATE(S): May 28-30, 2019

ACTIVITY/EVENT: Wilson Foundations Level Workshop
 LOCATION: 1021 Municipal Center Drive, St. Louis, MO 63131

ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u> (Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>No Cost-Voucher from Foundations</u>	_____
Transportation	<u>No Cost-Vouchers from airline</u>	Mode _____
Rental Car	_____	_____
Meals	<u>\$280.00</u>	<u>465-19-100-2210-510-6582</u>
Lodging	<u>\$350.00</u>	<u>465-19-100-2210-510-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$630.00</u>	

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Prepares teachers beginning to use the Foundations program. (Originally booked for training in December, 2018 but due to flight cancellation were not able to attend.)

Outcomes and academic benefits to students and staff: Teachers will be able to successfully implement the Foundations program and students will improve their reading skills.

Submitted by: Mary Thatcher 4/10/19
 Signature Date
Paul 4/10/19
 Principal/Supervisor Date
Michael Bayan 4/10/19
 Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
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THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Jessica Canez Martha Schickling SCHOOL: Prince
 _____ _____ Department (opt.): _____
 _____ _____ DATE(S): May 29-31, 2019

ACTIVITY/EVENT: Wilson Foundations Level Workshop
 LOCATION: 1021 Municipal Center Drive, St. Louis, MO 63131

ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			<small>(Note: Tax credit contributions are District funds and require a budget code.)</small>
Registration	<u>\$300.00</u>		<u>465-19-100-2210-111-6360</u>
Transportation	<u>\$900.00</u>	Mode <u>air</u>	<u>465-19-100-2210-510-6582</u>
Rental Car	_____		_____
Meals	<u>\$280.00</u>		<u>465-19-100-2210-510-6582</u>
Lodging	<u>\$350.00</u>		<u>465-19-100-2210-510-6582</u>
Substitutes	_____		_____
TOTAL	<u>\$1,830.00</u>		

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Prepares teachers beginning to use the Foundations program.

Outcomes and academic benefits to students and staff: Teachers will be able to successfully implement the Foundations program and students will improve their reading skills.

Submitted by: Mary Thatcher 4/10/19
 Signature Date
Kan L 4/10/19
 Principal/Supervisor Date
Michael Bryan 4/10/19
 Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Annette Orelup Laurie Sheber SCHOOL: District Offices
Dr. Roseanne Lopez Department (opt.): School Operations
 _____ DATE(S): June 22-26, 2019

ACTIVITY/EVENT: Model Schools Conference

LOCATION: Washington, D.C.

ABSENCE: # Days 5 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

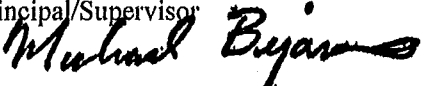
	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$2085.00</u>		<u>140-19-100-2210-514-6360</u>
Transportation	<u>\$2900.00</u>	Mode <u>Air/Shuttle</u>	<u>140-19-100-2210-514-6582</u>
Rental Car	_____		_____
Meals	<u>\$789.00</u>		<u>140-19-100-2210-514-6582</u>
Lodging	<u>\$2500.00</u>		<u>140-19-100-2210-514-6582</u>
Substitutes	<u>0</u> _____		
TOTAL	<u>\$8274.00</u>		

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: To attend the Model Schools Conference in Washington, D.C.

Outcomes and academic benefits to students and staff: The attendees will formulate plans for continuous improvement of schools by applying concepts learned from experts in the field. This will lead to increased outcomes for students.

Submitted by:  4/17/19
 Signature Date

Principal/Supervisor _____ Date 4/17/19

 Associate Superintendent/Superintendent Date _____

**AMPHITHEATER PUBLIC SCHOOLS
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THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Daniel Schneider

SCHOOL: AHS

Department (opt.): CTE

DATE(S): 6/30/2019 - 7/5/2019

ACTIVITY/EVENT: Upperline Code BootCamp

LOCATION: New York, NY

ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	_____	_____
Transportation	<u>\$800.00</u> Mode <u>Air</u>	<u>260-19-361-2210-281-6582</u>
Rental Car	_____	_____
Meals	<u>\$363.00</u>	<u>260-19-361-2210-281-6582</u>
Lodging	<u>\$750.00</u>	<u>260-19-361-2210-281-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$1913.00</u>	

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Attend five-day bootcamp session on Computer Science pedagogy and implementing JavaScript & Virtual Reality curricula.

Outcomes and academic benefits to students and staff: Upperline Code provides computer science professional development & summer classes in collaboration with the New York Department of Education. Their pedagogy focuses on how to create engaging lessons, using real-world & career-ready software with students, and inclusive pedagogy for all students. They have curricula based in JavaScript and the Virtual Reality framework A-Frame, which I plan to use in my Computer Apps II classes. They also provide feedback and coaching on inclusive pedagogy and offer research-based strategies on how to create engaging coding-driven lessons. More information at <https://www.upperlinecode.com/>.

The travel is necessary for the implementation of the project funding the travel.

Submitted by:

Signature

Date

Daniel Schneider
[Signature]

4/15/19
4/15/19

Principal/Supervisor
Michael Bryan
Associate Superintendent/Superintendent

Date
4/16/13
Date

rev. 8/25/17

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EMPLOYEE(S): Cary Reis _____

SCHOOL: AMS
 Department (opt.): Science
 DATE(S): July 7 - 10, 2019

ACTIVITY/EVENT: Project Lead the Way Core Training - Energy and the Environment

LOCATION: Frisco, Texas

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$750.00</u>		<u>140-19-100-2210-515-6360</u>
Transportation	<u>\$435.60</u>	Mode <u>air</u>	<u>140-19-100-2210-515-6582</u>
Rental Car	_____		_____
Meals	<u>\$118.00</u>		<u>140-19-100-2210-515-6582</u>
Lodging	<u>\$500.00</u>		<u>140-19-100-2210-515-6582</u>
Substitutes	_____		_____
TOTAL	<u>\$1,803.60</u>		

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: To attend Core Training - Energy and the Environment

Outcomes and academic benefits to students and staff: To prepare teachers with the skills and tools they need to engage, inspire, and empower students.

The travel is necessary for the implementation of the project funding the travel.

Submitted by:

Signature <u>[Signature]</u>	Date <u>4/10/19</u>
Principal/Supervisor <u>[Signature]</u>	Date <u>4/10/19</u>
Associate Superintendent/Superintendent	Date