

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: District Offices

ESTIMATED NUMBER OF STUDENTS: 6

NAME OF SCHOOL GROUP/CLUB/ENTITY: Native American Education Program

STAFF ADVISOR(S)/CHAPERONES: Kimberly Begay; Gervana Begay-Johns (NAEP Parent Committee); Felicia Riley (NAEP Parent Committee); Derwin Begay (NAEP Parent Committee)

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: National Johnson O'Malley Conference

DESTINATION OF TRAVEL: Denver, CO

DATES OF TRAVEL: March 24-28, 2014

ACADEMIC BENEFITS TO STUDENTS: Social studies and governemnt skills will be learned in tandem with written and oral communication skills. Students will have opportunities to interact with presenters and other students to develop leadership skills as well as engage in scholarship planning for post-secondary education opportunities with college recruiters.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Airfare

Are expenses paid from any of the following accounts? Auxiliary No, Tax Credits No, Club Funds No, Parent Organization No.

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	APPROX. COST	BUDGET CODE
Registration	<u>\$900.00</u>	<u>100-14-146-1001-510-6892</u>
	<u>\$1,400.00</u>	<u>100-14-146-2190-510-6360</u>
Transportation	<u>\$3,000.00</u>	<u>100-14-146-1001-510-6519</u>
	<u>\$2,000.00</u>	<u>100-14-146-2190-510-6582</u>
Meals	<u>\$850.00</u>	<u>100-14-146-1001-510-6892</u>
	<u>\$564.00</u>	<u>100-14-146-2190-510-6582</u>

Lodging                    \$1,725.00  
                                  \$1,150.00  
  
Substitutes                \$0.00  
  
TOTAL                      \$11,625.00

100-14-146-2190-510-6582  
100-14-146-2190-510-6892

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **No.**  
IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

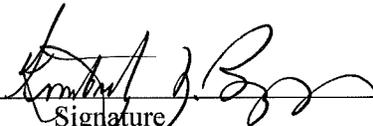
HOW ARE CHAPERONE EXPENSES PAID? **Title I funding.**

COST TO EACH STUDENT \$ **0.00**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Eligible students: (1) are in excellent academic standing with the district (course grades of As and Bs); (2) do not have disciplinary infractions; and (3) have a strong interest in governance and leadership as they are applied to the Native American community.**

FUNDING SOURCE(S): **Title I funding.**

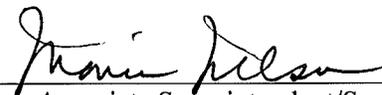
FUNDRAISING ACTIVITIES PLANNED (If applicable):  
**None are scheduled at this time.**

SUBMITTED BY:   
Signature

1/30/2014  
Date

APPROVED BY:   
Principal/Supervisor

1/30/14  
Date

  
Associate Superintendent/Supervisor

2/17/14  
Date

AMPHITHEATER PUBLIC SCHOOLS  
STAFF/STUDENT TRAVEL REQUEST

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**ORIGINAL SUBMISSION**

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

SCHOOL: CDO

ESTIMATED NUMBER OF STUDENTS: 36

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Spiritline

STAFF ADVISOR(S)/CHAPERONES: Breland Atkinson, Jessica Meyer, Ray Ann Mague, Samantha Denney, Bonnie Wagner, Claire Wells

ABSENCE: # Days 4 Sub Required:  Yes  No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: United Spirit Association National Competition

DESTINATION OF TRAVEL: Anaheim, California

DATES OF TRAVEL: 3/27/14-3/30/14

ACADEMIC BENEFITS TO STUDENTS: Compete with other Cheer & Pom Teams

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Grayline Charter Bus

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>3960</u>	<u>526/850-00-100-1001-282-6892</u>
Transportation	<u>2900</u>	<u>526/850-00-100-1001-282-6519</u>
Meals	<u>1700</u>	<u>526/850-00-100-1001-282-6892</u>
Lodging	<u>2700</u>	<u>526/850-00-100-1001-282-6892</u>
Substitutes	<u>0</u>	_____
TOTAL	<u>11260</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? N/A

COST TO EACH STUDENT \$ 350

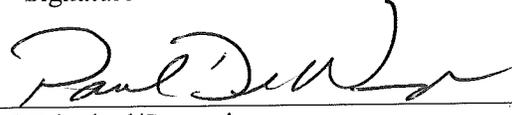
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Fundraisers

FUNDING SOURCE(S): Club, Auxiliary, Tax Credits & Parent Organizations

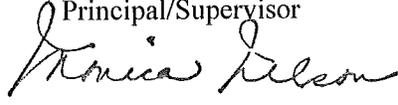
FUNDRAISING ACTIVITIES PLANNED (If applicable):  
Spirit Clinic, Restaurant Nights

SUBMITTED BY:   
Signature

1/29/14  
Date

APPROVED BY:   
Principal/Supervisor

1/30/14  
Date

  
Associate Superintendent/Superintendent

2/5/14  
Date

AMPHITHEATER PUBLIC SCHOOLS  
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**ORIGINAL SUBMISSION**

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

SCHOOL: AHS

ESTIMATED NUMBER OF STUDENTS: 10

NAME OF SCHOOL GROUP/CLUB/ENTITY: Photo Club

STAFF ADVISOR(S)/CHAPERONES: Alejandro Gonzalez, Josh Fields and Gina Beca

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: San Diego for photography competition and visit the San Diego Museum of Art

DESTINATION OF TRAVEL: San Diego, CA

DATES OF TRAVEL: 3/28/14-3/30/14

ACADEMIC BENEFITS TO STUDENTS: Students will use the skills acquired in the Photography classes and Photo Club to photograph on location in San Diego. Students will be submitting the photos they take to an outdoor photography contest.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Rental Van

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>\$300</u>	<u>850.00.270.1001.281.6892</u>
Transportation	<u>\$755</u>	<u>850.00.100.1001.281.6519</u>
Meals	<u>\$100-140 (students)</u> <u>\$280 (advisors)</u>	<u>(on their own)</u> <u>850.00.270.1001.281.6582</u>
Lodging	<u>\$1200</u>	<u>850.00.270.1001.281.6892</u>

Substitutes

\$387

526.00.270.1001.281.6113

**TOTAL**

**\$3051**

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no

IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

HOW ARE CHAPERONE EXPENSES PAID? Club Funds, Tax Credit

COST TO EACH STUDENT \$ \$5-\$100 (amount varies based on the amount of hours students participated in the club fundraising)

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? scholarships available

FUNDING SOURCE(S): Club Funds/ Tax Credit

FUNDRAISING ACTIVITIES PLANNED (if applicable):

Sell photographic services (photo booth, senior photos, Winter Formal Photos)

SUBMITTED BY: \_\_\_\_\_

Signature

2/14/14  
Date

APPROVED BY: \_\_\_\_\_

Principal/Supervisor

2/14/14  
Date

\_\_\_\_\_  
Associate Superintendent/Superintendent

2/17/14  
Date

AMPHITHEATER PUBLIC SCHOOLS  
STAFF/STUDENT TRAVEL REQUEST

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**ORIGINAL SUBMISSION**

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

SCHOOL: IRHS

ESTIMATED NUMBER OF STUDENTS: 8

NAME OF SCHOOL GROUP/CLUB/ENTITY: IRHS SMART (Students Modeling a Research Topic) Team

STAFF ADVISOR(S)/CHAPERONES: Liane Futch (IRHS) & Bob Futch (approved district chaperone) & mentor Dr. Nathan Cherrington (IRHS Parent & UofA Professor) will be in attendance at the conference, but will travel separately.

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Participation in the National SMART Team Meeting Students Poster Competition and other national SMART Team Events at the ASBMB (American Society for Biochemistry and Molecular Biology) Conference at the EB (Experimental Biology) Convention

DESTINATION OF TRAVEL: San Diego, California

DATES OF TRAVEL: 04/23/2014-04/27/2014

ACADEMIC BENEFITS TO STUDENTS: What do you get when you combine enthusiastic high school teachers and their students, scientists excited about their research, and Rapid Prototyping technology? SMART (Students Modeling A Research Topic) Teams! In this multi-faceted program, students develop teamwork as they delve into the molecular world, explore science as a process and not just a collection of facts, and work closely with a researcher to understand and model the structure-function relationship of a protein the researcher studies. After designing and building a model of the protein using Rapid Prototyping technology, SMART teams create an oral presentation explaining their work to a lay audience and a poster which is presented to a scientific audience. Students will only miss 2 days of school - leaving Wednesday right after school and returning late on Sunday.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other \_\_\_\_\_

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>0</u> <u>0</u>	_____ _____
Transportation	<u>1000</u> _____	<u>526/850-00-100-1001-280-6515</u> _____
Meals	_____ _____	<u>self paid</u> <u>self paid</u>
Lodging	<u>0</u> <u>0</u>	_____ _____
Substitutes	<u>300</u>	<u>530-00-100-3400-280-6113</u>
<b>TOTAL</b>	<b><u>1300</u></b>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no

IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

HOW ARE CHAPERONE EXPENSES PAID? Registration for all students and chaperones is paid for by the Center for Biomolecular Modeling at the Milwaukee School of Engineering. The only chaperone expenses will be food and all of us, students and chaperones, will pay for our own meals. We will be staying with relatives of Liane Futch in San Diego as we did 2 years ago - free of charge.

COST TO EACH STUDENT \$ ~\$250 in food and extras

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? we solicited donations from the community and sold snow cones at home football games

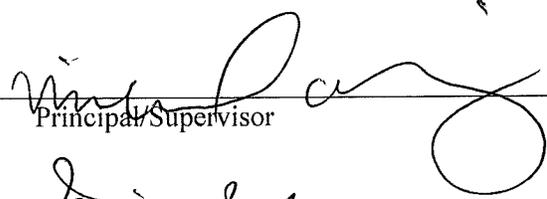
FUNDING SOURCE(S): tax credits and club funds

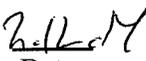
FUNDRAISING ACTIVITIES PLANNED (If applicable):

we solicited donations from the community and sold snow cones at home football games

SUBMITTED BY:   
Signature

02-12-2014  
Date

APPROVED BY:   
Principal/Supervisor

  
Date

  
Associate Superintendent/Supervisor

2/17/14  
Date

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SCHOOL: IRHS

ESTIMATED NUMBER OF STUDENTS: 5

NAME OF SCHOOL GROUP/CLUB/ENTITY: Student Government

STAFF ADVISOR(S)/CHAPERONES: Samantha Burgin  
**Chaperones: Dan Dodge, Jeff Peters (Arizona Association of Student Councils)**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **National Convention for the Association of Student Councils**

DESTINATION OF TRAVEL: **Ocoee High School in Orlando, Florida**

DATES OF TRAVEL: **6/24-29/14**

ACADEMIC BENEFITS TO STUDENTS: **IRHS Student Government leaders will interact with other leaders from the United States and attend helpful breakout sessions as well as listen to motivational speakers. They will receive new ideas to improve the school while also learning about how to make themselves more productive and motivational leaders. We can send a maximum of 5 students to this conference. At Nationals, the students are learning to work together as state delegates while competing for different titles against other states. They bond together and learn from each other.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other **Flights and ground transportation are being arranged by a travel agent working with the Arizona Association of Student Councils**

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	<b><u>\$1925</u></b>	<b><u>526/850-00-100-1001-280-6892</u></b>
Transportation	<b><u>\$7750</u></b>	<b><u>526/850-00-100-1001-280-6519</u></b>

Meals	<u>Provided</u>	_____
Lodging	<u>Provided</u>	_____
Substitutes	<u>Not needed</u>	_____
TOTAL	<u>\$9675</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? None needed  
 IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

HOW ARE CHAPERONE EXPENSES PAID? All expenses are paid through the Student Government Club Account and tax credit donations collected by the students

COST TO EACH STUDENT \$ 1935

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Students are able to fundraise and receive tax credit donations to cover the cost of this trip. The Student Government class will subsidize students as needed.

FUNDING SOURCE(S): If this trip is approved, students will do car washes, sell candy, and hold a dance to raise money for this trip.

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
See above: Donations, car washes, candy sales, The Glow dance

SUBMITTED BY: S Burgin 2-4-14  
 Signature Date

APPROVED BY: Michael D... 2.10.14  
 Principal/Supervisor Date

Marie Kels 2/17/14  
 Associate Superintendent/Superintendent Date

AMPHITHEATER PUBLIC SCHOOLS  
STAFF/STUDENT TRAVEL REQUEST

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**ORIGINAL SUBMISSION**

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

SCHOOL: CDO

ESTIMATED NUMBER OF STUDENTS: 48

NAME OF SCHOOL GROUP/CLUB/ENTITY: Football

STAFF ADVISOR(S)/CHAPERONES: Dustin Peace, Aaron Nymeyer, Tommy Steele, Rick Berkbigler, John Vallejos, Jody Bayse, Jeff Kane, Adam Rossi, Sterling Nymeyer, Andy Bayse

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Team camp to Irvine, CA

DESTINATION OF TRAVEL: Irvine, CA

DATES OF TRAVEL: 7/23/14 - 7/27/14

ACADEMIC BENEFITS TO STUDENTS: The purpose of the team camp is to develop leadership and team bonding skills. In addition, students will compete in 7 on 7 and lineman tournaments versus other schools at the camp.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Bee Line Charter Bus

Are expenses paid from any of the following accounts? Auxiliary no Tax Credits yes Club Funds yes  
Parent Organization no

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	APPROX. COST	BUDGET CODE
Registration	<u>12,990</u>	<u>526/850-00-620-2190-282-6892</u>
Transportation	<u>3,250</u>	<u>526/850-00-620-2190-282-6519</u>
Meals	<u>1,500</u>	<u>526/850-00-620-2190-282-6892</u>
Lodging <u>included w/ registration</u>		<u>526/850-00-620-2190-282-6892</u>
Substitutes	_____	_____

TOTAL 17,740

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

HOW ARE CHAPERONE EXPENSES PAID? Five coaches will be free and the rest will be paid from club account.

COST TO EACH STUDENT \$ Students will be required to fundraise 400 each.

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Fundraising activities for our program ads and banners will be used for kids to raise the money.

FUNDING SOURCE(S): club money and tax credit account

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
Selling program ads for the upcoming season.  
Selling banners for the upcoming season

SUBMITTED BY: Austin Peace  
Signature

2/10/14  
Date

APPROVED BY: Paul Dew  
Principal/Supervisor

2/10/14  
Date

Doni Nelson  
Associate Superintendent/Superintendent

2/12/14  
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): Sonya    Gauna  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: CDO  
 Department (opt.): IB Anthropology  
 DATE(S): 6/22-6/26/2014

ACTIVITY/EVENT: IB Social and Cultural Anthropology training

LOCATION: Albuquerque, New Mexico

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

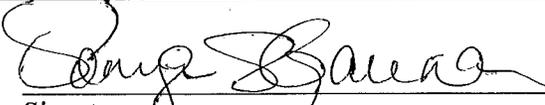
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>1189.00</u>		<u>140-14-100-2210-510-6360</u>
Transportation	<u>800.00</u>	Mode <u>airline</u>	<u>140-14-100-2210-510-6582</u>
Rental Car	<u>80.00 Shuttle</u>		<u>140-14-100-2210-510-6582</u>
Meals	<u>176.00</u>		<u>140-14-100-2210-510-6582</u>
Lodging	<u>Included</u>		_____
Substitutes	<u>0</u>		_____
<b>TOTAL</b>	<b><u>2245.00</u></b>		

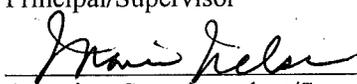
The District will  (or) will not  receive reimbursement from outside sources.

Purpose of travel: Purpose is for training in Anthropology in order to teach standard level classes and meet the International Baccalaureate Programme requirements.

Outcomes and academic benefits to students and staff: Academic subject depth and preparedness for rigorous broad and balanced, yet academically demanding programme of study with the development of critical-thinking and reflective skills for student achievement with a global significance.

Submitted by:     2/10/14  
 Signature    Date

    2/13/14  
 Principal/Supervisor    Date

    2/17/14  
 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): Erica Fox  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: CDO  
 Department (opt.): IB Math SL  
 DATE(S): 6/25-6/29/2014

ACTIVITY/EVENT: IB Math SL Training  
 LOCATION: Albuquerque, New Mexico

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>1189.00</u>		<u>140-14-100-2210-510-6360</u>
Transportation	<u>800.00</u>	Mode <u>airline</u>	<u>140-14-100-2210-510-6582</u>
Rental Car	<u>80.00 Shuttle</u>		<u>140-14-100-2210-510-6582</u>
Meals	<u>176.00</u>		<u>140-14-100-2210-510-6582</u>
Lodging	<u>Included</u>		_____
Substitutes	<u>0</u>		_____
TOTAL	<u>2245.00</u>		

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

Purpose of travel: Purpose is for training in IB Math SL in order to teach IB Math and meet the International Baccalaureate Programme requirements.

Outcomes and academic benefits to students and staff: Academic subject depth and preparedness for rigorous broad and balanced academically demanding programme of study with the development of critical-thinking and reflective skills for student achievement.

Submitted by: Erica Fox 2/10/14  
 Signature Date  
Paul Durbin 2/13/14  
 Principal/Supervisor Date  
Kevin Keller 2/17/14  
 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): Chris Trimble  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: CDO  
 Department (opt.): IB/Chemistry SL  
 DATE(S): 6/25-6/29/2014

ACTIVITY/EVENT: IB Chemistry SL Training

LOCATION: Albuquerque, New Mexico

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

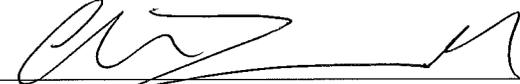
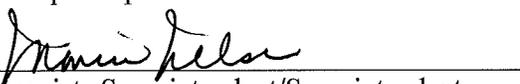
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>1189.00</u>		<u>140-14-100-2210-510-6360</u>
Transportation	<u>800.00</u>	Mode <u>airline</u>	<u>140-14-100-2210-510-6582</u>
Rental Car	<u>80.00 Shuttle</u>		<u>140-14-100-2210-510-6582</u>
Meals	<u>176.00</u>		<u>140-14-100-2210-510-6582</u>
Lodging	<u>Included</u>		_____
Substitutes	<u>0</u>		_____
<b>TOTAL</b>	<b><u>2245.00</u></b>		

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

Purpose of travel: Purpose is for training in IB Chemistry in order to teach IB Chemistry and meet the International Baccalaureate Programme requirements.

Outcomes and academic benefits to students and staff: Academic subject depth and preparedness for a rigorous broad and balanced academically demanding programme of study with the development of critical-thinking and reflective skills for student achievement.

Submitted by:  2/10/14  
 Signature Date  
 2/14/14  
 Principal/Supervisor Date  
 2/17/14  
 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): Brent Gnagey \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SCHOOL: District Offices  
Department (opt.): School Operations  
DATE(S): June 28-July 1, 2014

ACTIVITY/EVENT: International Society of Technology in Education (ISTE) Conference

LOCATION: Atlanta, GA

ABSENCE: # Days 4 Sub Required:  Yes  No # of School Days Missed N/A

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>269</u>		<u>140-14-100-2210-510-6360</u>
Transportation	<u>900</u>	Mode <u>Air</u>	<u>140-14-100-2210-510-6582</u>
Rental Car	_____		_____
Meals	<u>145</u>		<u>140-14-100-2210-510-6582</u>
Lodging	<u>900</u>		<u>140-14-100-2210-510-6582</u>
Substitutes	_____		_____
TOTAL	<u>2214</u>		

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

Purpose of travel: To attend the annual International Society of Technology in Education (ISTE) Conference

Outcomes and academic benefits to students and staff: This annual conference provides an environment to learn, exchange ideas and be exposed to the emerging topics of educational technology.

Submitted by: Brent Gnagey \_\_\_\_\_ 2/4/2014  
Signature Date

\_\_\_\_\_  
Principal/Supervisor Date  
Mari Lelso 2/17/14  
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): Christine Sullivan, Jill Malina, Jessica Roodvoets, Pam Vandivort, Katrina Schleicher, Polly Kimminau, Alternates: Keri Amedeo, Leslie Jameson-Christian, Sheri Thompson, Nancy Ritzmann, Michelle Ernst, Tori Jones. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: La Cima Middle  
 Department (opt.): \_\_\_\_\_  
 DATE(S): 07/07/14 to 07/10/14

ACTIVITY/EVENT: AVID Summer Institute  
 LOCATION: Sacramento, CA.

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>\$4,683.00</u>	<u>100-14-100-2210-165-6360</u>
Transportation	<u>\$4,400.00</u> Mode <u>Air</u>	<u>100-14-100-2210-165-6582</u>
Rental Car	<u>\$267.00</u>	<u>100-14-100-2210-165-6582</u>
Meals	<u>\$1,296.00</u>	<u>100-14-100-2210-165-6582</u>
Lodging	<u>\$3,176.25</u>	<u>100-14-100-2210-165-6582</u>
Substitutes	_____	_____
<b>TOTAL</b>	<b><u>\$13,822.25</u></b>	

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

Purpose of travel: AVID (Advancement Via Individual Determination) training for our AVID Site Team to support the implementation of the program at our site. This will include our Site Coordinator, and AVID Elective Teachers and two content area teachers.

Outcomes and academic benefits to students and staff: Teachers will learn effective instructional practices and our site team will explore data to construct an action plan for effective implementation at our stie. The AVID program targets our underserved students (minority and average achievers); provides quality staff development for teachers; helps schools build community support system for school success; and addresses how to grant equitable access to rigorous curricula for all students.

Submitted by: Christine Sullivan 2-4-14  
 Signature Date

T Collins 2-7-14  
Principal/Supervisor Date

James DeL... 2/17/14  
Associate Superintendent/Superintendent Date

rev. 9/21/05