

TRAVEL REQUEST FORM (POLICY 405.21F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

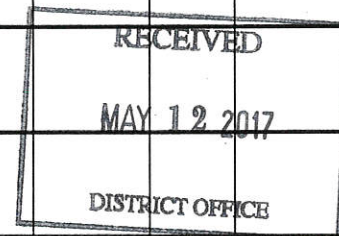
June 2017 #1

TITLE OF CONFERENCE	DESTINATION	CHECK ONE			
UVU VOLLEYBALL CAMP	OREM, UT	IN-RADIUS		OUT-RADIUS	X
PURPOSE OF CONFERENCE	REPORT TO: (CIRCLE ONE)	STUDENT TRAVEL OVERNIGHT Y/N			y
VARSIITY/JV VOLLEYBALL TEAM CAMP	BOARD STAFF TEAM	# STUDENTS	20	# CHAPERONES	2

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

FUNDING SOURCE (MARK ONE)					
DISTRICT PD		SPECIAL ED		ACTIVITIES	x
FEDERAL		SAFETY		VOCATION	

NAMES OF ATTENDEES	DATE(S) OF TRAVEL	MEALS				MILEAGE			PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI BUSING	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
		BREAKFAST \$10	LUNCH \$15	DINNER IN-STATE \$20 OUT-STATE \$30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .45 PER MILE							
VAR/JV VOLLEYBALL TEAMS	7/10-14, 2017				\$ -			\$ -		\$ 1,200		\$ 1,850		\$ 2,500	\$
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OFFICE USE ONLY			
ALL FORMS MUST BE TYPED. INCOMPLETE TRAVEL REQUESTS WILL BE RETURNED FOR ADDITIONAL INFORMATION.			
BUDGET CODE:	ATHLETICS VOLLEYBALL	PROGRAM DIRECTOR INITIAL:	TOTAL COST OF REQUEST \$ 5,550
SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR: <i>[Signature]</i>			
SIGNATURE OF SUPERINTENDENT: <i>[Signature]</i> 5-16-17			BOARD APPROVAL DATE

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MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

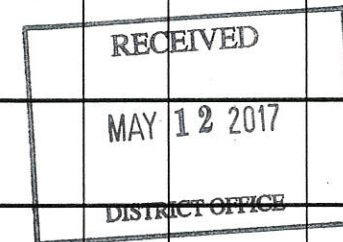
June 2017 #2

TITLE OF CONFERENCE		DESTINATION		CHECK ONE			
CENTURY HIGH SCHOOL VOLLEYBALL TOURNAMENT		POCATELLO, ID		IN-RADIUS	X	OUT-RADIUS	
PURPOSE OF CONFERENCE		REPORT TO: (CIRCLE ONE)		STUDENT TRAVEL OVERNIGHT Y/N			y
VARSITY/JV VOLLEYBALL TEAM CAMP		BOARD	STAFF	TEAM	# STUDENTS	10	# CHAPERONES
						2	

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

FUNDING SOURCE (MARK ONE)					
DISTRICT PD		SPECIAL ED		ACTIVITIES	x
FEDERAL		SAFETY		VOCATION	

NAMES OF ATTENDEES	DATE(S) OF TRAVEL	MEALS				MILEAGE			PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI BUSING	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
		BREAKFAST \$10	LUNCH \$15	DINNER IN-STATE \$20 OUT-STATE \$30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .45 PER MILE							
VARSITY VOLLEYBALL TEAM	7/28-29, 2017				\$ -			\$ -		\$ 400		\$ 175		\$ 425	\$
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BUDGET CODE:	ATHLETICS-VOLLEYBALL	PROGRAM DIRECTOR INITIAL:	TOTAL COST OF REQUEST \$ 1,000
SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR:			
SIGNATURE OF SUPERINTENDENT:			
			BOARD APPROVAL DATE