

**GOVERNING BOARD AGENDA ITEM FORM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: May 11, 2010

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Michael Bejarano from Ironwood Ridge High School requests permission to attend the National Federation of State High School Associations 91st Annual Summer Meeting in San Diego, California, July 6-10, 2010. There is no cost to the district.

Cathy Eiting and Dr. Roseanne Lopez from the District Offices request permission to attend the Teacher Incentive Fund Grant Annual Meeting in Washington, D.C., August 22-25, 2010. Approximate cost of the travel is \$2,200 and will be paid for by federal funds designated for staff development.

STUDENTS

Tim Berrier and Jeff Hannan from Ironwood Ridge High School request permission to take 20 students to Las Vegas and Reno, Nevada, June 13-21, 2010. Approximate cost of the travel is \$4,874 and will be paid for by tax credit and student activity funds. No school days will be missed.

Amphitheater School District has a strong tradition of participation in contests of academic challenges, including Odyssey of the Mind and Future Problem Solving. Bob Cramb, Kathy Cramb, Cheri Case, Martha Depauli, and Laurie Walsh request permission to take 6 students from Cross Middle School to Odyssey of the Mind World finals, May 25-30, 2010 at Michigan State University. Approximate cost of the travel is \$7,401 and will be paid for by tax credit donations, auxiliary account funds, gifts and donations, and state funds designated for student travel.

Amphitheater School District has a strong tradition of participation in contests of academic challenges, including Odyssey of the Mind and Future Problem Solving. Lynda Allyn, Christine Porteous, Andragayle Pye, and Bonali Kautz request permission to take 6 students from Coronado K-8 School to Odyssey of the Mind World finals, May 25-30, 2010 at Michigan State University. Approximate cost of the travel is \$5,400 and will be paid for by tax credit donations, auxiliary account funds, gifts and donations, student activity funds, and state funds designated for student travel.

Amphitheater School District has a strong tradition of participation in contests of academic challenges, including Odyssey of the Mind and Future Problem Solving. Leigh Kechely, Chris Prinz, Kathy Prinz, and Rachel Lepine request permission to take 6 students from Prince Elementary School to Odyssey of the Mind World finals, May 25-30, 2010 at Michigan State University. Approximate cost of the travel is \$12,300 and will be paid for by tax credit donations, maintenance and operations funds, and state funds designated for student travel.

Travel was previously approved at the March 9, 2010 Board meeting for Samantha Burgin, Teresa Irwin, and Kyle Burgin from Ironwood Ridge High School to take 26 students to San Diego, California, May 20-23, 2010. The chaperones now include Erik Wolf.

Travel was previously approved at the November 17, 2009 Board meeting for Jay Mills, Christy Talmage, Cathleen Smith, Karl Pieroway, David Linn, Sharon Silvas, Nathan Orelup, Katherin Franklin, Diana Barnes, Leigh Creighton, Traci Berg, Lynn Benson, Joann Casabona, Mike Celaya, Donna Haley, Angela Kish, Traci Maddox, David Robillard, Mark Steiner, and Kelly Stephens from Wilson K-8 School to take 180 students from 8th grade math and science to Valencia, California, May 13-16, 2010. The chaperones have changed and are now Christy Talmage, Jay Mills, Donna Allen, Sharon Silvas, Nathan Orelup, Robert Henikman, Kim Kummerow, Donna Haley, Taren Talmage, Bernadette Schneider, Jane Hale, Karen Riera, Tonya Wile, Cherise Windish, Joyce Contrades, John Petersavage, Todd Berson, Heath Bolin, Dan Fapp, and Cris Wortley.

ASSOCIATE SUPERINTENDENT
SIGNATURE:



Patricia Nelson

SUPERINTENDENT
SIGNATURE:



Vicki Balentine

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): Michael Bejarano _____

SCHOOL: IRHS
Department (opt.): Administration
DATE(S): July 6-10, 2010

ACTIVITY/EVENT: NFHS Annual Summer Meeting

LOCATION: San Diego, 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>
Registration	<u>0.00</u>	<u>All expenses being paid by NFHS</u>
Transportation	<u>0.00</u> Mode _____	_____
Rental Car	<u>0.00</u> _____	_____
Meals	<u>0.00</u> _____	_____
Lodging	<u>0.00</u> _____	_____
Substitutes	_____	_____
TOTAL	<u>0.00</u>	

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

Purpose of travel: NFHS Committee Meeting

Outcomes and academic benefits to students and staff: The purpose of the committee is to develop continued education opportunities for high school coaches.

Submitted by: Michael Bejarano _____ 4/23/10
Signature Date

Principal/Superior _____ Date _____
Patrick Nelson
Associate Superintendent/Superintendent 4-25-10
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): Mrs. Cathy Eiting _____ SCHOOL: District Offices
Dr. Roseanne Lopez _____ Department (opt.): Performance Pay
 _____ DATE(S): August 22-25, 2010

ACTIVITY/EVENT: Teacher Incentive Fund Grant Annual Meeting

LOCATION: Washington, DC

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

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>0</u>	_____
Transportation	\$ <u>800</u> Mode <u>Air</u>	<u>325.11.100.2290.515.6582</u>
Rental Car	\$ <u>0</u>	_____
Meals	\$ <u>300</u>	<u>325.11.100.2290.515.6582</u>
Lodging	\$ <u>1,100</u>	<u>325.11.100.2290.515.6582</u>
Substitutes	_____	_____
TOTAL	\$ <u>2,200</u>	

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

Purpose of travel: Travel to attend the annual meeting for the Teacher Incentive Fund Grant.

Outcomes and academic benefits to students and staff: The meetings provide information regarding the implementation of the grant which assist us in making decisions that assure continuance of the funding throughout the grant cycle. The meeting sessions also include new research and strategies which help the implementation of performance pay programs. Costs for the trip are covered by the TIF grant.

Submitted by: *Dr. Roseanne Lopez* _____ Date 4-25-10
 Signature _____ Date _____
 _____ Date 4-25-10
 Principal/Supervisor _____ Date _____
Patricia Nelson _____ Date 4-25-10
 Associate Superintendent/Superintendent _____ Date _____

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: **IRHS**

ESTIMATED NUMBER OF STUDENTS: 20

NAME OF SCHOOL GROUP/CLUB/ENTITY: **IRHS Wrestling Club**

STAFF ADVISOR(S)/CHAPERONES: **Tim Berrier and Jeff Hannan**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Nevada Wrestling Tournaments**

DESTINATION OF TRAVEL: **Las Vegas and Reno, NV**

DATES OF TRAVEL: **6/13/10 - 6/21/10**

ACADEMIC BENEFITS TO STUDENTS: **The students will develop self-confidence by competing against students from across the western U.S. in wrestling. Off season tournaments also increase a student athletes chance of receiving college scholarship money for wrestling. Two of our seniors this year will have their college paid from because of the extra time they put in during the off season. These trips are also a great opportunity to build team cohesiveness.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **Van rental**

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>\$500.00</u>	<u>526/850-00-100-3400-280-6892</u>
Transportation	<u>\$2,137.00</u>	<u>526/850-00-100-3400-280-6519</u>
Meals	_____	_____
Lodging	<u>\$2,240.00</u>	<u>526/850-00-100-3400-280-6892</u>

Substitutes _____
TOTAL 4874

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

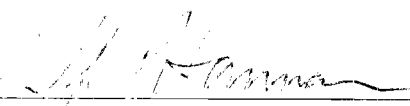
HOW ARE CHAPERONE EXPENSES PAID? self paid

COST TO EACH STUDENT \$ 0

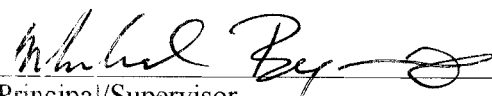
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? _____

FUNDING SOURCE(S): Tax credit and club funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):

SUBMITTED BY: 
Signature

04/19/2010
Date

APPROVED BY: 
Principal/Supervisor

4-20-10
Date


Associate Superintendent/Superintendent

4-22-10
Date

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: Cross Middle

ESTIMATED NUMBER OF STUDENTS: 6

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

STAFF ADVISOR(S)/CHAPERONES: Bob Cramb, coach, Kathy Cramb, Cheri Case, Martha Depauli, Laurie Walsh

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: To compete at the Odyssey of the Mind World Championships

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

DATES OF TRAVEL: May 25-30, 2010

ACADEMIC BENEFITS TO STUDENTS: Students compete in creative, problem solving events designed to build 21st century skills and leadership potential.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other air and 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>\$532.00 x 7 = \$3724.00</u>	<u>525/526/530-00-100-1001-167-6892</u>
	<u>\$350 to ship props for competition</u>	<u>525/526/530-00-100-1001-167-6892</u>
Transportation	<u>\$500.00 x 6 = \$3,000.00</u>	<u>525/526/530-00-100-1001-167-6519</u>
	<u>\$327.00 for rental van to University</u>	<u>525/526/530-00-100-1001-167-6519</u>
Meals	_____	<u>included in registration</u>
Lodging	_____	<u>included in registration</u>

Substitutes 0 _____
TOTAL \$7,401.00

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

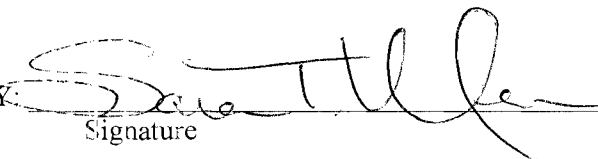
HOW ARE CHAPERONE EXPENSES PAID? **personal**

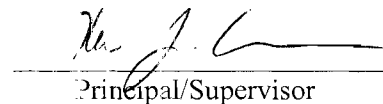
COST TO EACH STUDENT \$ **0**


HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **tax credits, fundraising, district contribution**

FUNDING SOURCE(S): **Tax Credits, Auxiliary, Gifts and Donations accounts**

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Yard sale and business donations

SUBMITTED BY:  4/29/10
Signature Date

APPROVED BY:  4/28/10
Principal/Supervisor Date

 5-2-10
Associate Superintendent/Superintendent Date

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: Coronado K-8

ESTIMATED NUMBER OF STUDENTS: Six

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

STAFF ADVISOR(S)/CHAPERONES: Lynda Allyn (parent/coach), Christine Porteous (parent/teacher), Andragayle Pye (parent/teacher), Bonali Kautz (parent)

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: To compete at the Odyssey of the Mind World Championship

DESTINATION OF TRAVEL: Michigan State University, East Lansing Michigan

DATES OF TRAVEL: May 25-30 (competition 5/26/2010 - 5/29/2010)

ACADEMIC BENEFITS TO STUDENTS: Students compete in creative, problem solving events designed to build 21st century skills and leadership potential.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles:

Transportation approval: _____

Other Air

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
<u>6892</u> Registration	<u>\$3600</u>	<u>525/526/530/850-00-100-1001-115-</u>
<u>6519</u> Transportation	<u>\$1800</u>	<u>525/526/530/850-00-100-1001-115-</u>
Meals	_____	<u>included in registration</u>
Lodging	_____	<u>included in registration</u>

Substitutes N/A N/A
TOTAL \$5400

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

HOW ARE CHAPERONE EXPENSES PAID? personal/club

COST TO EACH STUDENT \$ \$800

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? tax credit, fundraising, district contribution

FUNDING SOURCE(S) tax credit, auxiliary, gifts and donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Once travel is approved, the group will solicit funds from local businesses and will plan fundraising activities at school. For example, we will have a "spirit week" where students can pay \$1 to wear a hat, participate in face painting, etc. We will also have a loose change drive. We will sell snacks at upcoming events at school (band and orchestra concerts, etc.)

SUBMITTED BY: _____
Signature

Date

APPROVED BY: *Kim Kelson*
Principal/Supervisor

4/15/10
Date

Patrick Wilson
Associate Superintendent/Superintendent

4-21-10
Date

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: **Prince**

ESTIMATED NUMBER OF STUDENTS: 6

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Odyssey of the Mind Club**

STAFF ADVISOR(S)/CHAPERONES: **Leigh Kechely, Chris Prinz, Kathy Prinz, Rachel Lepine**

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

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

DESTINATION OF TRAVEL: **Michigan State University**

DATES OF TRAVEL: **May 25 -30, 2010**

ACADEMIC BENEFITS TO STUDENTS: **21st Century Skills**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: **Airlines, Ground transportation**

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>8000</u>	<u>526-00-100-1001-111-6892</u>
Transportation	<u>4300</u>	<u>001-00-100-1001-111-6519</u>
Meals	<u>0</u>	<u>included in registration</u>
Lodging	<u>0</u>	<u>included in registration</u>
Substitutes	<u>0</u>	_____
TOTAL	<u>12,300</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? yes
IF SO, SOURCE & AMOUNTS: AZ Department of Ed

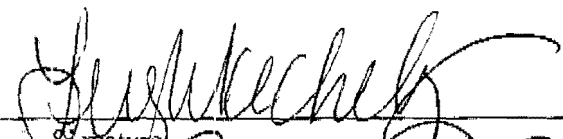
HOW ARE CHAPERONE EXPENSES PAID? fundraise funds

COST TO EACH STUDENT \$ 1200

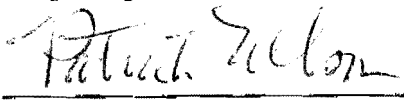
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? tax credit donations, shared fundraising

FUNDING SOURCE(S): tax credit, donations, community fund raising events, Dept. of Education Academic Contest Funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):
car wash, yard sales, bake sale, donation invitation letters to local businesses and friends, raffle.

SUBMITTED BY:  4-22-10
Signature Date

APPROVED BY:  4-22-10
Principal/Supervisor Date

 5-4-10
Associate Superintendent/Superintendent Date