



GOVERNING BOARD AGENDA ITEM AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: September 8, 2026

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Deanna Day and Vicki Cox Golder request permission to attend Innovative Schools Summit on February 23-28, 2027 in New York, New York. Approximate cost of travel is \$6,482.00 and will be paid using Maintenance and Operations funds. Two school days will be missed.

Todd Jaeger requests permission to attend Innovative Schools Summit on February 23-28, 2027 in New York, New York. Approximate cost of travel is \$3,641.00 and will be paid using Title II funds. Two school days will be missed.

Lauren McIntyre requests permission to attend 2026 Winter K-12 Leadership Symposium on December 6-8, 2026 in Palm Desert, California. Approximate cost of travel is \$889.00 and will be paid using Title II funds. Two school days will be missed, and no substitutes are required.

STUDENTS

Bill Lang, Courtney Landers, Tyler Low, Jerry Azares, Jaclyn Inclan request permission to take 16 Ironwood Ridge Women's Varsity Volleyball students to Durango Fall Classic on September 17-19, 2026 in Las Vegas, Nevada. Approximate cost of travel is \$8,846.41 and will be paid using Tax Credit and Student Activities funds. Two school days will be missed, and substitutes are required.

Bill Lang, Cheryl Wojdyla, Tyler Low, Jerry Azares, and Courtney Landers request permission to take 16 Ironwood Ridge Women's Varsity Volleyball students to Southern California Varsity Invitational on October 8-12, 2026 in San Diego and Anaheim, California. Approximate cost of travel is \$12,110.58 and will be paid using Tax Credit and Student Activities funds. Two school days will be missed, and substitutes are required.

Nikki Sevinsky, Sheila Sevinsky, Krista Sevinsky request permission to take 21 Canyon del Oro Varsity Pomline students to National Dance Team Championships on February 3-8, 2027 in Orlando, Florida. Approximate cost of travel is \$37,700 and will be paid using Student Activities and Tax Credit funds. Four school days will be missed, and no substitutes are required.

Chris Yetman and Lindi Arnold request permission to take 20 Canyon del Oro Academic Decathlon students to Rockwall Academic Decathlon Scrimmage on October 29-November 1, 2026 in Rockwall, Texas. Approximate cost of travel is \$14,100.00 and will be paid using Tax Credit and Student Activities funds. Two school days will be missed, and substitutes are required.

BUDGET CODE KEY		
001.00.100.2310.6360.502.0000	M & O	Governing Board, Employee Training, Governing Board
001.00.100.2310.6582.502.0000	M & O	Governing Board, Employee Travel, Governing Board
140.27.100.2320.6360.501.0000	Title II	Executive Administration, Employee Training, Superintendent
140.27.100.2320.6582.501.0000	Title II	Executive Administration, Employee Travel, Superintendent
140.27.100.2320.6360.510.0000	Title II	Executive Administration, Employee Training, Office of Learning and Instruction
140.27.100.2320.6582.510.0000	Title II	Executive Administration, Employee Travel, Office of Learning and Instruction
526.80.620.1001.6892.280.0000	Tax Credit	Classroom Instruction, Student Expenses, IRHS
850.80.410.2710.6519.280.0000	Student Activities	Student Transportation, Student Travel, IRHS
850.80.620.2190.6892.280.0000	Student Activities	Other Student Services, Student Expenses, IRHS
850.80.100.1001.6105.280.0000	Student Activities	Classroom Instruction, Substitutes, IRHS
850.82.620.2190.6892.282.0000	Student Activities	Other Student Services, Student Expenses, CDO
526.82.410.2710.6519.282.0000	Tax Credit	Student Transportation, Student Travel, CDO
526.82.411.2710.6519.282.0000	Tax Credit	Student Transportation, Student Travel, CDO
850.82.411.2710.6519.282.0000	Student Activities	Student Transportation, Student Travel, CDO
850.82.610.2190.6892.282.0000	Student Activities	Other Student Services, Student Expenses, CDO
850.82.100.1001.6105.282.0000	Student Activities	Classroom Instruction, Substitutes, CDO

RECOMMENDATION:

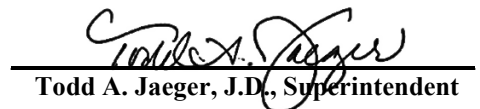
It is the recommendation of the administration that the above travel be approved.

INITIATED BY:



Matthew Munger
Associate Superintendent for Secondary Education

Date: August 31, 2026



Todd A. Jaeger, J.D., Superintendent

**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): Deanna Day Vicki Cox Golder

SCHOOL: District Office

Department (opt.): _____

DATE(S): 2/23/27-2/28/27

ACTIVITY/EVENT: Innovative Schools Summit

LOCATION: Marriot Marquis, 1535 Broadway, New York, NY 10036

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$1300.00</u>	<u>001.00.100.2310.6360.502.0000</u>
Transportation	<u>\$1400.00</u> Mode <u>air</u>	<u>001.00.100.2310.6582.502.0000</u>
Rental Car	_____	_____
Meals	<u>\$902.00</u>	<u>001.00.100.2310.6582.502.0000</u>
Lodging	<u>\$3180.00</u>	<u>001.00.100.2310.6582.502.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$6482.00</u>	

(Note: Tax credit contributions are District funds and require a budget code.)

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

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: Attend the Innovative Schools Summit in New York, NY

Outcomes and academic benefits to students and staff: Attendees are able to participate in sessions on each of the following topics: Innovative Teaching Strategies, Wired Differently/Trauma Informed Schools, At-Risk Students, and Innovative School Leadership Forum.

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

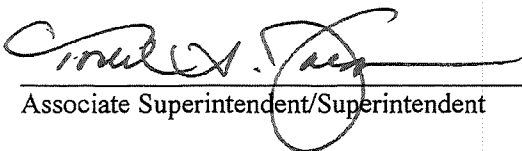
☒ Academic Content	☐ Caring	☐ Citizenship
☒ Collaboration	☒ Communication	☐ Creative Thinking
☒ Critical Thinking	☒ Problem-Solving	

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

Submitted by: _____

Signature

_____ Date


Associate Superintendent/Supervisor

9-1-26
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): Todd Jaeger

SCHOOL: District Office

Department (opt.): _____

DATE(S): 2/23/27-2/28/27

ACTIVITY/EVENT: Innovative Schools Summit

LOCATION: Marriot Marquis, 1535 Broadway, New York, NY 10036

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$650.00</u>		<u>140.27.100.2320.6360.501.0000</u>
Transportation	<u>\$950.00</u>	Mode <u>air</u>	<u>140.27.100.2320.6582.501.0000</u>
Rental Car	_____		_____
Meals	<u>\$451.00</u>		<u>140.27.100.2320.6582.501.0000</u>
Lodging	<u>\$1590.00</u>		<u>140.27.100.2320.6582.501.0000</u>
Substitutes	_____		_____
TOTAL	<u>\$3641.00</u>		

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

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: Attend the Innovative Schools Summit in New York, NY

Outcomes and academic benefits to students and staff: Attendees are able to participate in sessions on each of the following topics: Innovative Teaching Strategies, Wired Differently/Trauma Informed Schools, At-Risk Students, and Innovative School Leadership Forum.

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

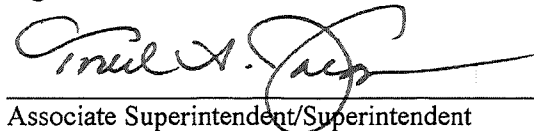
☒ Academic Content	☐ Caring	☐ Citizenship
☒ Collaboration	☒ Communication	☐ Creative Thinking
☒ Critical Thinking	☒ Problem-Solving	

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

Submitted by: _____

Signature

_____ Date



Associate Superintendent/Superintendent

9-1-26

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): Lauren McIntyre _____

SCHOOL: School / Site

Department (opt.): Office of Learning and Instruction

DATE(S): December 6-8, 2026

ACTIVITY/EVENT: 2026 Winter K-12 Leadership Symposium

LOCATION: JW Marriott Desert Springs Resort & Spa, 74-855 Country Club Drive, Palm Desert, CA

ABSENCE: # Days 3 Sub Required: ☐ Yes ☒ No # of School Days Missed 2

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

APPROXIMATE COST

BUDGET CODE/DESCRIPTION

(Note: Tax credit contributions are District funds and require a budget code.)

Registration \$ 0.00

Transportation \$ 775.00 Mode air 140.27.100.2579.6582.510.0000

Meals \$ 114.00 140.27.100.2579.6582.510.0000

Lodging \$ 0 included in conference

Substitutes _____

TOTAL \$ 889.00

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

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: Present and attend at Tech/Academic Integration Conference.

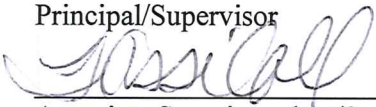
Outcomes and academic benefits to students and staff: Tech conference will provide insight to improving integration challenges.

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

☐ Caring	☐ Citizenship	☒ Collaboration
☒ Communication	☐ Creative Thinking	☐ Critical Thinking
☐ Problem-Solving	☐ Scholarship	

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

Submitted by:  9.1.26
Signature Date

Principal/Supervisor	Date
<u></u>	<u>9/1/26</u>
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: Ironwood Ridge High School

ESTIMATED NUMBER OF STUDENTS: 16

NAME OF SCHOOL GROUP/CLUB/ENTITY: Women's Varsity Volleyball Team

STAFF ADVISOR(S): Bill Lang, Courtney Landers, Tyler Low, Jerry Azares, Jaclyn Inclan

ABSENCE: # Days 3 Sub Required: ☒ Yes ☐ No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Durango Fall Classic

DESTINATION OF TRAVEL: Las Vegas, Nevada

DATES OF TRAVEL: September 17-19, 2026 (Competition is September 18-19)

ACADEMIC BENEFITS TO STUDENTS: This trip is an athletic competition for the Varsity Volleyball Team. This invitational and related travel create a unique high school experience and is a reward for the team's athletic and academic performance. These student-athletes perform on and off the court. Historcially, players with low grades are not allowed to attend.

Athletic activities such as this support the academic mission of the school, where studies have shown that student-athletes involved in such events tend to have a higher grade-point average, lower dropout rate, and fewer discipline problems than traditional students.

Identify which characteristics of the Portrait of Graduate are specifically related to this event.

- | | | |
|---|---|---|
| ☐ Academic Content | ☒ Caring | ☒ Citizenship |
| ☒ Collaboration | ☒ Communication | ☒ Creative Thinking |
| ☒ Critical Thinking | ☒ Problem-Solving | |

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Enterprise Rental Vans (District Corporate Account)

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	\$ <u>700.00</u>	<u>526--80-620-1001-6892-280-0000</u>
Transportation	\$ <u>0.00</u> Mode _____	_____
Rental Car	\$ <u>645.81</u>	<u>850-80-410-2710-6519-280-0000</u>
Fuel, Parking	\$ <u>575.00</u>	<u>850-80-410-2710-6519-280-0000</u>
Meals	\$ <u>3,000.00</u>	<u>850-80-620-2190-6892-280-0000</u>
Lodging	\$ <u>3,525.60</u>	<u>850-80-620-2190-6892-280-0000</u>
Substitutes	\$ <u>400.00</u>	<u>850-00-100-1001-6105-280-0000</u>
TOTAL	\$ <u>8,846.41</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No

IF SO, SOURCE & AMOUNTS: _____

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

HOW ARE CHAPERONE EXPENSES PAID? The trip budget includes all expenses.

COST TO EACH STUDENT: \$ 0.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? The entire trip is paid for by using club funds and tax credit donations.

FUNDING SOURCE(S): Student Families, Club Fundraising Activities, and Tax Credit Donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Volleyball Camps/Clinics, Volleyball Sponsorships, Concessions

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

SUBMITTED BY: _____

Signature

8/20/2026
Date

APPROVED BY: _____

Principal/Supervisor

8-24-26
Date

Associate Superintendent/Superintendent

8/24/2026
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: Ironwood Ridge High School

ESTIMATED NUMBER OF STUDENTS: 16

NAME OF SCHOOL GROUP/CLUB/ENTITY: Women's Varsity Volleyball Team

COACHING STAFF: Bill Lang, Cheryl Wojdyla, Jerry Azares, Tyler Low, Courtney Landers

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Southern California Varsity Invitational

DESTINATION OF TRAVEL: San Diego and Anaheim, California

DATES OF TRAVEL: October 8-12, 2026 (Competition is Oct 9-10; trip to Disneyland on Oct 11)

ACADEMIC BENEFITS TO STUDENTS: This trip is an athletic competition for the Varsity Volleyball Team. This invitational and related travel create a unique high school experience and is a reward for the team's athletic and academic performance. These student-athletes perform on and off the court. Historically, players with low grades are not allowed to attend.

Athletic activities such as this support the academic mission of the school, where studies have shown that student-athletes involved in such events tend to have a higher grade-point average, lower dropout rate, and fewer discipline problems than traditional students.

Identify which characteristics of the Portrait of Graduate are specifically related to this event.

- | | | |
|---|---|---|
| ☐ Academic Content | ☒ Caring | ☒ Citizenship |
| ☒ Collaboration | ☒ Communication | ☒ Creative Thinking |
| ☒ Critical Thinking | ☒ Problem-Solving | |

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Enterprise Rental Vans (District Corporate Account)

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	\$ <u>700.00</u>	<u>526-80-620-1001-6892-280-0000</u>
Transportation	\$ <u>0.00</u> Mode _____	_____
Rental Car	\$ <u>1069.38</u>	<u>850-80-410-2710-6519-280-0000</u>
Fuel, Parking	\$ <u>750.00</u>	<u>850-80-410-2710-6519-280-0000</u>
Meals	\$ <u>3,500.00</u>	<u>850-80-620-2190-6892-280-0000</u>
Lodging	\$ <u>5,691.20</u>	<u>850-80-620-2190-6892-280-0000</u>
Substitutes	\$ <u>400.00</u>	<u>850-00-100-1001-6105-280-0000</u>
TOTAL	\$ <u>12,110.58</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **No**

IF SO, SOURCE & AMOUNTS: _____

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

HOW ARE CHAPERONE EXPENSES PAID? **The trip budget includes all expenses.**

COST TO EACH STUDENT: **\$ 0.00**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **The entire trip is paid for using club funds.**

FUNDING SOURCE(S): **Student Families, Club Fundraising Activities, and Tax Credit Donations**

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Volleyball Camps/Clinics, Volleyball Sponsorships, Concessions

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

SUBMITTED BY: _____

Signature

8/20/2026
Date

APPROVED BY: _____

Principal/Supervisor

8-24-26
Date

Associate Superintendent/Superintendent

2/24/26
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: CDO

ESTIMATED NUMBER OF STUDENTS: 21

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Varsity Pomline

STAFF ADVISOR(S)/CHAPERONES: Nikki Sevinsky (Head Coach) / Sheila Sevinsky (Ast. Coach) / Krista Sevinsky (Chaperone)

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: National Dance Team Championship

DESTINATION OF TRAVEL: Orlando, Florida

DATES OF TRAVEL: February 3rd, 2027 – February 8th, 2027

ACADEMIC BENEFITS TO STUDENTS: Students will set two individual goals and one team goal prior to competing. After competing, students will reflect on their progress towards those goals through a written reflection submitted to the coach. This supports student's written expression, practicing self-evaluation, communication skills, citizenship, and collaboration.

Identify which characteristics of the Portrait of Graduate are specifically related to this event.

☒ Academic Content	☒ Caring	☒ Citizenship
☒ Collaboration	☒ Communication	☒ Creative Thinking
☒ Critical Thinking	☒ Problem-Solving	

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other American Airlines / Mears Connect Shuttle / UDA Provided Transportation

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
Registration	<u>\$10,500</u>	<u>850.82.610.2190.6892.282.0000</u>
Transportation	<u>\$14,100</u>	<u>526.82.620.2190.6892.282.0000</u>
Meals	_____	_____
Lodging	<u>\$13,100</u>	<u>850.82.610.2190.6892.282.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$37,700</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? NO

IF SO, SOURCE & AMOUNTS: _____

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

HOW ARE CHAPERONE EXPENSES PAID? Students voted to use Club Account funds to pay for chaperones.

COST TO EACH STUDENT \$ 1,600

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? The CDO Pomline is holding numerous "big ticket" fundraisers throughout the year to raise funds. Our goal is to only have each athlete pay \$100 out of pocket. The coach will also request assistance from the CDO Site Council for airfare. Each athlete is being asked to bring in \$600 in Tax Credit donations that will be used for airfare ONLY. All athletes will be bringing in Tax Credits to raise money as well.

FUNDING SOURCE(S): Club Account for Lodging, Registration, & Transportation / Tax Credit for Airfare

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Victory Fundraising Cookie Sales, CDO Football Spirit Clinic, Victory Fundraising Text-a-Thon, Tax Credit donations, Dance Clinics, Golf Tournament with Spiritline Parent Booster, and restaurant nights.

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

SUBMITTED BY:

Signature

Date

APPROVED BY:

Principal/Supervisor

Date

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: CDO

ESTIMATED NUMBER OF STUDENTS: 20

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Academic Decathlon Team

STAFF ADVISOR(S)/CHAPERONES: Chris Yetman and Lindi Arnold

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Rockwall Academic Decathlon Scrimmage

DESTINATION OF TRAVEL: Rockwall High School, 901 W. Yellow Jacket Ln, Rockwall, TX 75087

DATES OF TRAVEL: October 29 – Nov 1, 2026

ACADEMIC BENEFITS TO STUDENTS: Academic Competition, Time Management, etc.

Identify which characteristics of the Portrait of Graduate are specifically related to this event.

☒ Academic Content	☒ Caring	☒ Citizenship
☒ Collaboration	☒ Communication	☒ Creative Thinking
☒ Critical Thinking	☒ Problem-Solving	

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Parent transport, Commercial Airline, Hosting school school bus

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>0.00</u>	<u> </u>
Transportation	<u>\$9000.00</u>	<u>526-82-411-2710-6519-282-0000</u> <u>850-82-411-2710-6519-282-0000</u>
Meals	<u>\$500.00</u>	<u>526-82-610-2190-6892-282-0000</u> <u>850-82-610-2190-6892-282-0000</u>
Lodging	<u>\$4000.00</u>	<u>526-82-610-2190-6892-282-0000</u> <u>850-82-610-2190-6892-282-0000</u>
Substitutes	<u>\$600.00</u>	<u>850-82-100-1001-6105-282-0000</u>
TOTAL	<u>\$14100.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No

IF SO, SOURCE & AMOUNTS:

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

HOW ARE CHAPERONE EXPENSES PAID? Club Funds

COST TO EACH STUDENT \$ \$500

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Club and Tax Credit Funds

FUNDING SOURCE(S): Cub Funds and Tax Credit donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Chocolate Sales, Dine-Out Nights

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

SUBMITTED BY:

Signature

8/24/26

Date

APPROVED BY:

Principal/Supervisor

8/24/26

Date

Associate Superintendent/Superintendent

8/24/26
Date