



GOVERNING BOARD AGENDA ITEM AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: **October 6, 2026**

TITLE: **Approval of Out of State Travel**

BACKGROUND:

STAFF

Tiffany Bucciarelli-Fay, Tassi Call, and Kelcy Bronson request permission to attend National Association for the Education of Young Children Annual Conference on December 3-8, 2026 in Washington, D.C. Approximate cost of travel is \$7,538.00 and will be paid using Community Preschool and Title II funds. Four school days will be missed, and a substitute is required.

Kimberly Begay requests permission to attend National Indian Education Association Annual Convention on October 5-11, 2026 in Buffalo, New York. All expenses are paid by NIEA. Five school days will be missed, and no substitute is required.

Curt Simpson requests permission to attend Student Transportation Client Learning Exchange on November 16-19, 2026 in Latham, New York. Approximate cost of travel is \$1,402.65 and will be paid using Maintenance & Operations funds. Once school day will be missed, and no substitute is required.

STUDENTS

Lauren Marlatt, Kay Lewis, Cami Nau, Erika Sparlin, Jeremy Hayes and Jennifer Letts request permission to take 50 Coronado 7th grade students to Catalina Island Marine Institute on February 21-25, 2027 in Toyon Bay, California. Approximate cost of travel is \$30,618.50 and will be paid using Auxiliary and Tax Credit funds. Three school days will be missed, and substitutes are required.

Keara McCombs and Sabrina See request permission to take 6 Canyon del Oro Varsity Stunt and Cheer students to USA Varsity Nationals on February 17-19, 2027 in Garden Grove, California. Approximate cost of travel is \$2,741.71 and will be paid using Student Activities funds. Three school days will be missed, and no substitutes are required.

Jordan Castle, Camille Nicley, Michelle Gerard, Rob Lantz, and Kyle Sutton request permission to take 33 Canyon del Oro Link Crew students to Teamwork/Collaboration workshop through Disney on January 2-5, 2026 in Anaheim, California. Approximate cost of travel is \$18,398.00 and will be paid using Student Activities and Tax Credit funds. Two school days will be missed, and substitutes are required.

BUDGET CODE KEY		
524.00.100.2579.6582.511.0000	Preschool	Non-instructional Training, Employee Travel, Community Preschools
140.27.100.2579.6582.514.0000	Title II	Non-instructional Training, Travel, Associate Superintendent for Elementary Ed
524.00.100.1001.6105.511.0000	Preschool	Classroom Instruction, Substitutes, Community Preschools
001.00.100.2579.6360.528.0000	M & O	Non-instructional Training, Employee Training, Transportation
001.00.100.2579.6582.528.0000	M & O	Non-instructional Training, Employee Travel, Transportation
525.15.610.1001.6892.115.0000	Auxiliary	Classroom Instruction, Student Expenses, Coronado
526.15.610.1001.6892.115.0000	Tax Credit	Classroom Instruction, Student Expenses, Coronado
525.15.411.2710.6519.115.0000	Auxiliary	Student Transportation, Student Travel, Coronado
526.15.411.2710.6519.115.0000	Tax Credit	Student Transportation, Student Travel, Coronado
525.15.100.1001.6105.115.0000	Auxiliary	Classroom Instruction, Substitutes, Coronado
850.82.610.1001.6892.282.0000	Student Activities	Classroom Instruction, Student Expenses, CDO
850.82.610.2190.6892.282.0000	Student Activities	Other Student Support Services, Student Expenses, CDO
526.82.610.1001.6892.282.0000	Tax Credit	Classroom Instruction, Student Expenses, CDO
850.82.411.2710.6519.282.0000	Student Activities	Student Transportation, Student Travel, CDO
526.82.411.2710.6519.282.0000	Tax Credit	Student Transportation, Student Travel, CDO
850.82.610.1001.6105.282.0000	Student Activities	Classroom Instruction, Substitutes, CDO

RECOMMENDATION:

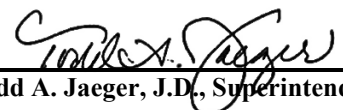
It is the recommendation of the administration that the above travel be approved.

INITIATED BY:



Matthew Munger
Associate Superintendent for Secondary Education

Date: October 5, 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): Tiffany Bucciarelli-Fay _____ SCHOOL: School / Site
Tassi Call _____ Department (opt.): ECE/OOLI
Kelcy Bronson _____ DATE(S): December 3-8, 2026

ACTIVITY/EVENT: National Association for the Education of Young Children Annual Conference

LOCATION: Westin Washington DC Downtown, 999 9th Street Northwest, Washington, D.C.

ABSENCE: # Days 6 Sub Required: ☐ Yes ☒ No # of School Days Missed 4

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	<u>0</u>		
Transportation	<u>\$1,630.00</u>	Mode <u>air</u>	<u>524.00.100.2579.6582.511.0000</u>
	<u>\$ 815.00</u>		<u>140.27.100.2579.6582.514.0000</u>
Meals	<u>\$ 902.00</u>		<u>524.00.100.2579.6582.511.0000</u>
	<u>\$ 451.00</u>		<u>140.27.100.2579.6582.514.0000</u>
Lodging	<u>\$2,400.00</u>		<u>524.00.100.2579.6582.511.0000</u>
	<u>\$1,200.00</u>		<u>140.27.100.2579.6582.514.0000</u>
Substitutes	<u>\$ 140.00</u>		<u>524.00.100.1001.6105.511.0000</u>
TOTAL	<u>\$7,538.00</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 2026 NAEYC School District Leadership Cohort and Annual Conference.

Outcomes and academic benefits to students and staff: Establish a shared, research-grounded framework for high-quality early learning across classrooms, schools, districts.

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: [Signature] 9/23/26
Signature Date
[Signature] 9/23/26
Principal/Supervisor Date
[Signature] 9/23/26
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): Kimberly Begay

SCHOOL: District Offices

Department (opt.): Native American Education

DATE(S): October 5-11, 2026

ACTIVITY/EVENT: National Indian Education Association Annual Convention

LOCATION: Buffalo, New York

ABSENCE: # Days 7 Sub Required: ☐ Yes ☒ No

of School Days Missed 5

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 (PAID BY NIEA) _____

Transportation \$0 Mode Air _____

Rental Car _____

Meals \$0 _____

Lodging \$0 _____

Substitutes _____

TOTAL \$0

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: Will be presenting and attending to learn new strategies and techniques for working with Native American students and their families in developing standards of educational excellence for Native students served by the educational programs within the United States.

Outcomes and academic benefits to students and staff: To implement the new strategies and techniques for working with Native students and their families to ensure academic success.

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

08/25/2026

Date

Principal/Supervisor

9/22/26

Date

Associate Superintendent/Superintendent

9/22/2026

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): Curt Simpson

SCHOOL: Transportation

DATE(S): 11/16-19/2026

ACTIVITY/EVENT: Student Transportation Client Learning Exchange

LOCATION: Latham, NY

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$199.00</u>	<u>001.00.100.2579.6360.528.0000</u>
Transportation	<u>\$816.40</u>	Mode <u>Air</u> <u>001.00.100.2579.6582.528.0000</u>
Ground Transportation	<u>\$64.88</u>	<u>001.00.100.2579.6582.528.0000</u>
Meals	<u>\$119.00</u>	<u>001.00.100.2579.6582.528.0000</u>
Lodging	<u>\$203.37</u>	<u>001.00.100.2579.6582.528.0000</u>
Substitutes	<u>\$0.00</u>	
TOTAL	<u>\$1,402.65</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: To learn how to improve productivity and transportation services by getting the most out of Traversa.

Outcomes and academic benefits to students and staff: I will be able to learn from and interact with Tyler Technologies staff, network with industry peers to exchange ideas, insights, best practices and solutions to make better use of our technology investment in my daily work.

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: Curt Simpson

Signature

9/28/2026

Date

Principal/Supervisor

9/28/2026

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: Coronado K-8

ESTIMATED NUMBER OF STUDENTS: 50

NAME OF SCHOOL GROUP/CLUB/ENTITY: Coronado 7th Grade / Science Department

STAFF ADVISOR(S)/CHAPERONES: Lauren Marlatt (coordinator) Chaperones: Lauren Marlatt, Kay Lewis, Cami Nau, Erika Sparlin, Jeremy Hayes and JJ Letts

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Field trip to study Oceanography and Marine Biology

DESTINATION OF TRAVEL: Catalina Island Marine Institute (CIMI), Toyon Bay, CA

DATES OF TRAVEL: February 21-25, 2027

ACADEMIC BENEFITS TO STUDENTS: The students will be participating in Catalina Island Marine Institute's three-day camp. Students will complete labs and activities aligned with the Arizona Science Standards adopted in October of 2018. Students will have a reinforcement of the content learned in class. Students will compete in a Science Olympics when we return to assess their learning.

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: 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	\$ 21,320.00	525/526.15.610.1001.6892.115.0000
Transportation	\$ 7,498.00	525/526.15.411.2710.6519.115.0000
Meals	Included	-----
Lodging	Included	-----
Substitutes	\$ 1,800.00	525.15.100.1001.6105.115.0000
TOTAL	<u>\$ 30,618.50</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? Chaperones are free based on enrollment of students.

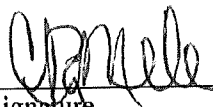
COST TO EACH STUDENT: \$500.00

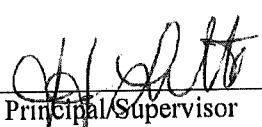
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? We are working on fundraising in a variety of ways. We will apply for a grant to supplement the needed funds for the scholarship. We have asked the students to tell us how much they can afford and have a fundraising goal to make sure that all eligible students have a means of attending.

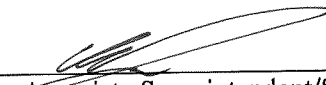
FUNDING SOURCE(S): The parents/guardians will pay for most of the trip. Other funding will come from tax credits, scholarships, and fundraising.

FUNDRAISING ACTIVITIES PLANNED (If applicable):

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

SUBMITTED BY:  9-10-26
Signature Date

APPROVED BY:  9/10/26
Principal/Supervisor Date

 9/22/26
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: Canyon Del Oro High School

ESTIMATED NUMBER OF STUDENTS: 6

NAME OF SCHOOL GROUP/CLUB/ENTITY: Varsity Stunt and Cheer

STAFF ADVISOR(S)/CHAPERONES: Keara McCombs and Sabrina See

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: USA Varsity Nationals

DESTINATION OF TRAVEL: Anaheim California- 11747 S. Harbor Blvd, Garden Grove, CA,
92840

DATES OF TRAVEL: February 17th-19th, 2027

ACADEMIC BENEFITS TO 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 Parent/guardian transporation

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$450.00</u>	<u>850.82.610.1001.6892.282.0000</u>
Transportation		
Meals	<u>\$450.00</u>	<u>850.82.610.2190.6892.282.0000</u>
Lodging	<u>\$1,841.71</u>	<u>850.82.610.2190.6892.282.0000</u>
Substitutes		
TOTAL	<u>\$2,741.71</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? N/A

IF SO, SOURCE & AMOUNTS:

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

HOW ARE CHAPERONE EXPENSES PAID?

COST TO EACH STUDENT \$ 456.95

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

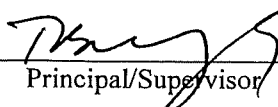
FUNDING SOURCE(S): Club Account and Booster club credits

FUNDRAISING ACTIVITIES PLANNED (If applicable): Cookie Sales, Spirit Clinic, Booster Credits, Textathon

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

SUBMITTED BY: Keara McCombs
Signature

Sept 14, 2026
Date

APPROVED BY: 
Principal/Supervisor

Date


Associate Superintendent/Superintendent

9/23/2026
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: Canyon Del Oro High School

ESTIMATED NUMBER OF STUDENTS: 33

NAME OF SCHOOL GROUP/CLUB/ENTITY: Link Crew Leadership Club

STAFF ADVISOR(S)/CHAPERONES: Jordan Castle, Camille Nicley, Michelle Gerard, Rob Lantz,
Kyle Sutton

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Teamwork/Collaboration workshop through Disney

DESTINATION OF TRAVEL: Anaheim, California

DATES OF TRAVEL: January 2nd-January 5th, 2027

ACADEMIC BENEFITS TO STUDENTS: (please see attached information)

Students will strengthen communication, collaboration, leadership, problem-solving, and critical-thinking skills through hands-on team experiences. They will learn to communicate effectively, value diverse perspectives, take responsibility, and work toward common goals. These skills will transfer directly to the classroom and school community.

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

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

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval:

x Other Charter Bus

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$163.00/student = \$5379.00</u>	<u>850.82.610.1001.6892.282.0000</u> <u>526.82.610.1001.6892.282.0000</u>
Transportation	<u>\$6,142-\$6,832.00</u>	<u>850.82.411.2710.6519.282.0000</u> <u>526.82.411.2710.6519.282.0000</u>
Meals	<u>\$1000.00</u>	<u>850.82.610.2190.6892.282.0000</u>
Lodging	<u>\$3267.00 plus taxes</u>	<u>850.82.610.2190.68.92.282.0000</u>
Substitutes	<u>\$1920.00</u>	<u>850.82.610.2190.6105.282.0000</u>
TOTAL	<u>\$18,398.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? Yes, for subs

IF SO, SOURCE & AMOUNTS: Club funds:

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

HOW ARE CHAPERONE EXPENSES PAID? Club funds

COST TO EACH STUDENT \$ \$450-\$500

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Club will help cover costs

FUNDING SOURCE(S): Fundraisers and donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Direct Donations, car wash, We Fund for You through Victory Fundraising(students going who raised money will receive what they raised to help cover individual expenses).

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

SUBMITTED BY: Michelle Gerard 9/28/26
Signature Date

APPROVED BY: Tara Bully 9/29/26
Principal/Supervisor Date

[Signature] 10/2/2026
Associate Superintendent/Superintendent Date