

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: AHS

ESTIMATED NUMBER OF STUDENTS: 5

NAME OF SCHOOL GROUP/CLUB/ENTITY: JROTC

STAFF ADVISOR(S)/CHAPERONES: SFC Thomas Dimmick

ABSENCE: # Days 03 Sub Required: Yes No # of School Days Missed 01

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Drill Team

DESTINATION OF TRAVEL: Huntington Beach, CA and Knott's Berry Farm

DATES OF TRAVEL: April 13-15, 2019

ACADEMIC BENEFITS TO STUDENTS: End of year leadership and team building.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Commercial Bus

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$8000.00</u>	<u>NA</u>
Transportation	<u>\$600.00</u>	<u>NA</u>
Meals	<u>\$200.00</u>	<u>NA</u>
Lodging	<u>\$0</u>	<u>NA</u>
Substitutes	<u>0</u>	<u>NA</u>
TOTAL	<u>\$8800.00</u>	

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

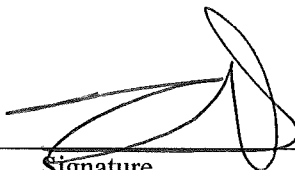

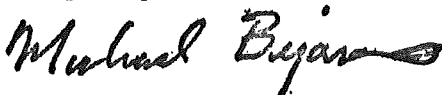
HOW ARE CHAPERONE EXPENSES PAID? JROTC budget

COST TO EACH STUDENT \$ 25

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Cadets can earn trip fees by participating in JROTC Renaissance Fair fundraiser.

FUNDING SOURCE(S): JROTC Club fund and Flowing Wells School District

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Renaissance Fair

SUBMITTED BY:	 _____ Signature	<u>3/5/19</u> Date
APPROVED BY:	 _____ Principal/Supervisor	<u>3/5/19</u> Date
	 _____ Associate Superintendent/Superintendent	<u>3/13/19</u> Date

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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: 10

NAME OF SCHOOL GROUP/CLUB/ENTITY: JROTC

STAFF ADVISOR(S)/CHAPERONES: SFC Thomas Dimmick, Scott Cassels

ABSENCE: # Days 03 Sub Required: Yes No # of School Days Missed 01

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Drill Team

DESTINATION OF TRAVEL: California Huntington Beach and Knott's Berry

DATES OF TRAVEL: April 13-15, 2019

ACADEMIC BENEFITS TO STUDENTS: End of year leadership and team build.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Commercial Bus

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$8000</u>	<u>NA</u>
Transportation	<u>\$600</u>	<u>NA</u>
Meals	<u>\$200</u>	<u>NA</u>
Lodging	<u>\$0</u>	<u>NA</u>
Substitutes	<u>0</u>	<u>NA</u>
TOTAL	<u>\$8800</u>	

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


HOW ARE CHAPERONE EXPENSES PAID? JROTC budget

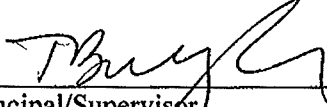
COST TO EACH STUDENT \$ 25

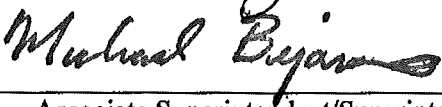
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Cadets can earn trip fees by participating in JROTC Renaissance Fair fundraiser.

FUNDING SOURCE(S): JROTC Club fund and Flowing Wells School District

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Renaissance Fair

SUBMITTED BY:  _____ 3/5/19
Signature Date

APPROVED BY:  _____ 3/12/19
Principal/Supervisor Date

 _____ 3/13/19
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): Gabrielle Johnson Victoria Harriman SCHOOL: Prince
Kelsey Glavin Cassie Veltre Department (opt.): _____
Hillary Kitay Megan Zielinski _____ DATE(S): June 30-July 3, 2019

ACTIVITY/EVENT: Advancement Via Individual Determination (AVID) Summer Institute

LOCATION: Washington State Convention Center, 705 Pike Street, Seattle, WA 98101

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>\$4,950.00</u>	<u>100-19-100-2210-111-6360</u>
Transportation	<u>\$5,900.00</u> Mode <u>Air</u>	<u>100-19-100-2210-111-6582</u>
Rental Car	_____	_____
Meals	<u>\$1,386.00</u>	<u>100-19-100-2210-111-6582</u>
Lodging	<u>\$2,296.47</u>	<u>100-19-100-2210-111-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$14,532.47</u>	

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

Purpose of travel: AVID training for our teachers to support the implementation of the program at our site.

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

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

Submitted by: Wayne Thatcher 2/26/19

Signature Date

Lauri Sheb 2/28/19

Principal/Supervisor Date

Michael Byars 3/13/19

Associate Superintendent/Superintendent Date

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

EMPLOYEE(S): Amanda Magelli Rebecca Green SCHOOL: Coronado K-8
Katie Bruce Gerad Ball Department (opt.): _____
Liesl Scheffel J Michael Shaheen _____ DATE(S): July 16 - 19, 2019

ACTIVITY/EVENT: **2019 Advancement Via Individual Determination (AVID) Summer Institute**

LOCATION: **Denver, Colorado**

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>\$4,950.00</u>	<u>100-19-100-2210-115-6360</u>
Transportation	<u>\$3,800.00</u> Mode <u>Air/taxi/pkng</u>	<u>100-19-100-2210-115-6582</u>
Rental Car	_____	_____
Meals	<u>\$1,386.00</u>	<u>100-19-100-2210-115-6582</u>
Lodging	<u>\$4,000.00</u>	<u>100-19-100-2210-115-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$14,136.00</u>	

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

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

Purpose of travel: **AVID (Advancement Via Individual Determination) training for AVID Site Team to support the implementation of the program at our school. Our team will consist of administrators and content area teachers.**

Outcomes and academic benefits to students and staff: **Increase the teacher knowledge and student achievement. The AVID program targets our underserved students as well as provides quality staff development for teachers.**

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

Submitted by: _____ 3/11/19
 Signature Haren Taylor Date
 _____ 3/11/19
 Principal/Supervisor LB Date
 _____ 3/13/19
 Associate Superintendent/Supintendent Michael Bryan 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): Christopher Boknevit, Marley Murrell, Jennifer Walker, _____ SCHOOL: AHS
Kevin Beuthin, Morgan Gerik, Lucas Smith, _____ Department (opt.): AVID
Forrest Watson . DATE(S): 7/16/19-7/19/19

ACTIVITY/EVENT: Advancement Via Individual Determination (AVID) Summer Institute

LOCATION: Denver, CO

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>\$5,775.00</u>	<u>100-19-100-2210-281-6360</u>
Transportation	<u>\$3,900.00</u> Mode <u>air/taxi/prkg</u>	<u>100-19-100-2210-281-6582</u>
Rental Car	<u>-</u>	
Meals	<u>\$1,519.00</u>	<u>100-19-100-2210-281-6582</u>
Lodging	<u>\$3,125.28</u>	<u>100-19-100-2210-281-6582</u>
Substitutes	<u>-</u>	
TOTAL	<u>\$14,319.28</u>	

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

Purpose of travel: AVID training for our AVID Site Team and supporting instructors to develop the implementation of the program at our site.

Outcomes and academic benefits to students and staff: Training for teachers, counselors, and administrators to bring a deeper understanding and implementation of the AVID program to students at AHS; best practices and program mission/vision.

Submitted by: B. Feys _____ Date 03/04/19
 Signature _____ Date _____
M. S. S. S. _____ Date 3/8/19
 Principal/Supervisor _____ Date _____
Michael Bayan _____ Date 3/13/19
 Associate Superintendent/Superintendent _____ Date _____

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

EMPLOYEE(S): Todd A. Jaeger Vicki Cox Golder SCHOOL: District Offices
Susan Zibrat Scott Baker Department (opt.): Superintendent/Governing Brd
Deanna Day Matthew Kopec DATE(S): June 22-27, 2019

ACTIVITY/EVENT: Model Schools Conference 2019

LOCATION: Washington, D.C.

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>\$3,720.00</u>	<u>001-00-100-2579-501/502-6360</u>
Transportation	<u>\$3,284.88</u> Mode <u>Air</u>	<u>001-00-100-2579-501/502-6582</u>
Rental Car	_____	<u>001-00-100-2579-501/502-6852</u>
Meals	<u>\$2,178.00</u>	<u>001-00-100-2579-501/502-6582</u>
Lodging	<u>\$12,751.08</u>	<u>001-00-100-2579-501/502-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$21,933.96</u>	

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

Purpose of travel: Attend Model Schools National Conference in Education.

Outcomes and academic benefits to students and staff: Learn from industry experts, model schools, and innovative districts from across the nation as they share strategies for rapid improvement.

Submitted by: Todd A. Jaeger 3/15/19
 Signature Date

 Principal/Supervisor Date
Michelle 3/15/19
 Associate Superintendent/Superintendent Date

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EMPLOYEE(S): Todd Jaeger Michelle Valenzuela SCHOOL: District Offices
 _____ _____ Department (opt.): Superintendent/Comm.Relation
 _____ _____ DATE(S): July 12-18, 2019

ACTIVITY/EVENT: National School Public Relations Association 2019 National Seminar

LOCATION: Washington, DC

ABSENCE: # Days 7 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

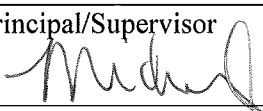
<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$1,339.00</u>	<u>001-00-100-2579-501/503-6360</u>
Transportation	<u>\$1,112.96</u> Mode <u>Air</u>	<u>001-00-100-2579-501/503-6582</u>
Rental Car	_____	_____
Meals	<u>\$656.00</u>	<u>001-00-100-2579-501/503-6582</u>
Lodging	<u>\$3,020.88</u>	<u>001-00-100-2579-501/503-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$6,128.84</u>	

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

Purpose of travel: Attend National School Public Relations Association 2019 National Seminar

Outcomes and academic benefits to students and staff: Interact with other School Public Relations experts to hear about and learn cutting-edge communication strategies needed to advocate for our schools.

Submitted by:  3/15/19
 Signature Date

 Principal/Supervisor Date
 3/15/19
 Associate Superintendent/Superintendent Date