

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: 17

NAME OF SCHOOL GROUP/CLUB/ENTITY: Amphi Varsity Cheer

STAFF ADVISOR(S)/CHAPERONES: Kayla Kiple and Pablo Cedeno

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Cheerleading Competition (United Spirit Association-Nationals 2019)

DESTINATION OF TRAVEL: 800 W Katella Ave, Anaheim, CA 92802

DATES OF TRAVEL: Thursday, February 21 through Sunday, February 24, 2019

ACADEMIC BENEFITS TO STUDENTS: Students will compete against twenty other nationally-qualified high schools in show cheerleading at a three-day competition in California. Students qualified for this competition in December of 2018. Students will experience what it is like to compete on the most prestigious stage a high school team can compete within cheerleading. The team will be given the opportunity to perform their routine, which they have been working on to perfect, since August. While there, the team will attend Disneyland as a team building activity.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other SUV's Enterprise Rental 1015 W Wetmore Rd, Tucson AZ, 85705

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>\$2,500.00</u>	<u>850/526-00-100-1001-281-6892</u>
Disneyland Tickets	<u>\$1,955.00</u>	<u>850/526-00-100-1001-281-6892</u>
Transportation	<u>\$1043.96</u>	<u>850/526-00-210-4710-281-6519</u>

Meals	<u>\$750.00</u>	<u>850/526-00-100-1001-281-6892</u>
Lodging	<u>\$2,918.76</u>	<u>850/526-00-100-1001-281-6892</u>
Substitutes	<u>\$0.00</u>	_____
TOTAL	<u>\$9,166.76</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No
 IF SO, SOURCE & AMOUNTS: N/A

HOW ARE CHAPERONE EXPENSES PAID? Chaperones will pay their own expenses, except for lodging paid for by club funds.

COST TO EACH STUDENT \$ \$0

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Several opportunities for fundraising are made available to all participating students. Donations were also a contributing factor.

FUNDING SOURCE(S): Club, Tax Credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Youth cheerleading clinic, pre-selling popcorn, Chipotle fundraising night, pre-selling t-shirts, and a car wash.

SUBMITTED BY: Kayla Kipley _____ 1/14/19
 Signature Date

APPROVED BY: Ms. Salla _____ 1-14-19
 Principal/Supervisor Date

Michael Beyers _____ 1/17/19
 Associate Superintendent/Supintendent Date

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SCHOOL: IRHS

ESTIMATED NUMBER OF STUDENTS: 14

NAME OF SCHOOL GROUP/CLUB/ENTITY: Boys Volleyball Team

STAFF ADVISOR(S)/CHAPERONES: Ashleigh Houlton (Head Coach); Kathy Franklin, Chelsea Crane, Tim Nordenssen

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 2019 Las Vegas Boys Invitational

DESTINATION OF TRAVEL: Las Vegas, NV

DATES OF TRAVEL: 3/7/19 - 3/10/19

ACADEMIC BENEFITS TO STUDENTS: This trip is an athletic competition for the Varsity Volleyball team. This invitational and related travel is a reward for the team's athletic and academic performance. Players with low grades are not allowed to attend. Athletic activities such as this support the academic mission of the school, where studies show 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. The Ironwood Ridge Volleyball team is consistently one of the best performers on the court and in the classroom among Nighthawk programs. This tournament helps to celebrate their success.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Enterprise

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Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	\$ <u>525.00</u>	<u>530-00-100-3400-280-6892</u>
Transportation	<u>\$1,250.00</u>	<u>530-00-100-3400-280-6519</u>
	_____	_____

Meals	\$ <u>750.00</u>	<u>530-00-100-3400-280-6892</u>
Lodging	\$ <u>3,000.00</u>	<u>530-00-100-3400-280-6892</u>
Substitutes	\$ <u>220.00</u>	<u>001-00-620-1001-280-6113</u>
TOTAL	\$<u>5,745.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Using club funds from fundraising

COST TO EACH STUDENT \$ 100.00 (can be tax credit donations - to help with either meals or transportation)

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? All team members share the fundraising responsibilities. The Coaching Staff assists with tax credit donations for all families that need assistance.

FUNDING SOURCE(S): Volleyball tax credit monies; club funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Varsity Team Sponsorships, Tax-Credit Campaign, Program Fundraiser

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

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SCHOOL: CDO

ESTIMATED NUMBER OF STUDENTS: 10

NAME OF SCHOOL GROUP/CLUB/ENTITY: Academic Decathlon

STAFF ADVISOR(S)/CHAPERONES: Chris and Elethia Yetman

ABSENCE: # Days 8 Sub Required: Yes No # of School Days Missed 5

ACTIVITY / EVENT / PURPOSE OF TRAVEL: National Academic Decathlon Finals

DESTINATION OF TRAVEL: Bloomington, MN

DATES OF TRAVEL: April 20 - April 27, 2019

ACADEMIC BENEFITS TO STUDENTS: Academic Competitions

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Enterprise Rental Vehicles, Airfare (paid by Arizona AcDec)

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$600.00</u>	<u>526-00-100-1001-282-6892</u>
Transportation	<u>\$7,000.00</u>	<u>850/526-00-100-1001-282-6519</u>
Meals	<u>\$4,500.00</u>	<u>850/526-00-100-1001-282-6892</u>
Lodging	<u>\$7,000.00</u>	<u>850/526-00-100-1001-282-6892</u>
Substitutes	<u>\$1,100.00</u>	<u>850/526-00-100-1001-282-6113</u>
TOTAL	<u>\$20,200.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? Yes
IF SO, SOURCE & AMOUNTS: Arizona Academic Decathlon for airfare, \$4000

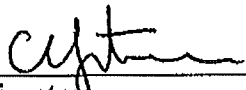
HOW ARE CHAPERONE EXPENSES PAID? Club funds, Tax Credit

COST TO EACH STUDENT \$ 400

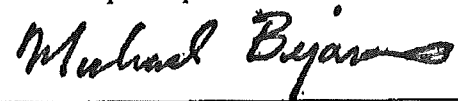
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax Credit Funds

FUNDING SOURCE(S): N/A

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Bake Sales, Dine-Out Nights, Etc.

SUBMITTED BY:  01/07/19
Signature Date

APPROVED BY:  1/7/19
Principal/Supervisor Date

 1/7/19
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): Alison Carbonneau _____

SCHOOL: District Offices
 Department (opt.): Food Service
 DATE(S): 2/22/2019-2/27/2019

ACTIVITY/EVENT: Legislative Action Conference

LOCATION: Washington, D.C.

ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 3

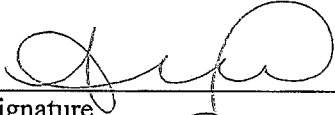

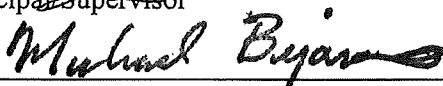
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$655.00</u>	<u>510-00-100-3100-526-6360</u>
Transportation	<u>\$950.00</u> Mode <u>air</u>	<u>510-00-100-3100-526-6582</u>
Rental Car	_____	_____
Meals	<u>\$332.00</u>	<u>510-00-100-3100-526-6582</u>
Lodging	<u>\$1750.00</u>	<u>510-00-100-3100-526-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$3687.00</u>	

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

Purpose of travel: To attend LAC professional growth conference and learn new ways to be compliant with new federal rules and regulations for (NSLP) National School Lunch Program.

Outcomes and academic benefits to students and staff: To meet new performance standards and regulations of the program, gain Continued Education Units that are aligned with USDA Professional Standards' required annual training, advocate for national policy efforts supporting school nutrition programs, and meet directly with legislators.

Submitted by:  1/14/19
 Signature _____ Date _____
 1/15/19
 Principal/Supervisor _____ Date _____
 1/17/19
 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 L.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Jenny Casebolt

SCHOOL: District Offices

Department (opt.): Transportation

DATE(S): 3.14.19-3.21.19

ACTIVITY/EVENT: TSD (Transporting Students w/ Disabilities and Preschoolers) Conference

LOCATION: Dallas, TX-Frisco Convention Center

ABSENCE: # Days 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>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	\$720.00	<u>0010041025795286360</u>
Transportation	\$550.00 Mode <u>Flight</u>	<u>0010010025795286582</u>
Rental Car	<u>\$80.00 Shuttle</u>	<u>0010041025795286582</u>
Meals	\$334.00	<u>0010041025795286582</u>
Lodging	\$1100.00	<u>0010041025795286582</u>
Substitutes		
TOTAL	<u>\$2784.00</u>	

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

Purpose of travel: Focus on transporting students with disabilities and preschoolers

Outcomes and academic benefits to students and staff: Safety and training strategies

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

Submitted by: Jenny Casebolt 1/9/19
 Signature Date

Michael Byars 1/9/19
 Principal/Supervisor Date

 Associate Superintendent/Superintendent 1/17/19
 Date

AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.L.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Curtis Simpson

SCHOOL: District Offices

Department (opt): Transportation

DATE(S): 4/7/19-4/10/19

ACTMTY/EVENT: Tyler Connect 2019

LOCATION: Kay Bailey Hutchinson Convention Center Dallas, TX

ABSENCE: #Days 4 Sub Required: Yes No # of School Days Missed 3

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>\$950.00</u>	<u>0010041025795286360</u>
Transportation	<u>\$640.00</u> Mode <u>Flight</u>	<u>0010010025795286582</u>
Rental Car	<u>\$80.00 Shuttle</u>	<u>0010041025795286582</u>
Meals	<u>\$126.00</u>	<u>0010041025795286582</u>
Lodging	<u>\$840.00</u>	<u>0010041025795286582</u>
Substitutes		
TOTAL	<u>\$2636.00</u>	

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

Purpose of travel: Learning about Tyler Technologies capabilities and updates.

Outcomes and academic benefits to students and staff: Utilize Tyler Technologies with all they have to offer to better our routing and ensure the best experience for our students and our staff.

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

Submitted by: [Signature] 11/16/19
 Signature Date

[Signature] 1/16/19
 Principal/Supervisor Date

[Signature] 1/17/19
 Associate Superintendent/Superintendent Date

AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST

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PIMA COUNTY OR A.L.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Mark McGowan
Ambrosio Altamirano

SCHOOL: District Offices
Department (opt.): Transportation

DATE(S): 6/3/19-6/7/19

ACTMTY/EVENT: Blue Bird Academy

LOCATION: Fort Valley, GA

ABSENCE: # Days 5 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>
Registration	\$500.00	<u>0010041025795286360</u>
Transportation	<u>\$1300.00</u> Mode <u>Flight</u>	<u>0010010025795286582</u>
Rental Car	\$450.00	<u>0010041025795286582</u>
Meals	\$255.00	<u>0010041025795286582</u>
Lodging	<u>\$618.00</u>	<u>0010041025795286582</u>
Substitutes		
TOTAL	<u>\$3123.00</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: Blue Bird factory technician training

Outcomes and academic benefits to students and staff: Learning advanced diagnostics, disc brake optimization, Cummins Equipment software and propane systems for new buses.

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

Submitted by: [Signature] 1/6/19
Signature Date
[Signature] 1/16/19
Principal/Supervisor Date
[Signature] 1/17/19
Associate Superintendent/Supervisor Date