

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: Harelson

ESTIMATED NUMBER OF STUDENTS: 48

NAME OF SCHOOL GROUP/CLUB/ENTITY: Harelson 6<sup>th</sup> Grade

STAFF ADVISOR(S)/CHAPERONES: Jason Weaver, Susie Herman, Sarah Nystedt, Jason Barba, Jeff Spires, Randy Catellini, Liz Loehr, Elizabeth Lowe, Jody Knight, Julie Carless, Julie Gibbons, Sarah Ray, Robyn Anderson, Marcy Kynaston, Kelly Allen, Jennifer Mewes, Andrea Dalton, Lilian Wright, Tammy Osburn, Krista Mceuen, Jessica Pannel, Elka Swingle, April Young, Amy Pierce, Kate Kenski, Renae Moose, Lisa DaDeppo

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 6<sup>th</sup> Grade San Diego Science Trip

DESTINATION OF TRAVEL: San Diego, CA

DATES OF TRAVEL: February 17-19, 2020

ACADEMIC BENEFITS TO STUDENTS: The students will gain hands-on knowledge about oceanography including the following: Explain the composition, properties, and structures of the ocean's layers and zones, analyze the effects that bodies of water have on the climate of a region, and describe ways scientists explore the Earth's atmosphere and bodies of water. Students will learn about the ocean biome and participate in the scientific classification of sea life, as well as, participate in the dissection of fish. Students will participate in various competitions filling out information in their Student Field Guides throughout the trip.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Chartered busses through Project Exploration

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>\$33,375</u> -	<u>525/526-00-100-1001-6892-107-0000</u> -
Transportation	<u>included</u> -	<u>_____</u> -

Meals	<u>included</u>	_____
Lodging	<u>included</u>	_____
Substitutes	<u>n/a</u>	_____
<b>TOTAL</b>	<b><u>\$33,375</u></b>	

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

HOW ARE CHAPERONE EXPENSES PAID? Chaperones are responsible for their own fees and pay the same price as students.

COST TO EACH STUDENT \$ 470

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? partial fee waivers will be made available through Tax Credit designations towards this trip.

FUNDING SOURCE(S): Parents of students, Tax Credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
None

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

SUBMITTED BY: *Jessie Norman* \_\_\_\_\_ 1/27/2020  
 Signature Date

APPROVED BY: *[Signature]* \_\_\_\_\_ 1/27/2020  
 Principal/Supervisor Date

*[Signature]* \_\_\_\_\_ 2/3/2020  
 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: 22

NAME OF SCHOOL GROUP/CLUB/ENTITY: IRHS Choir

STAFF ADVISOR(S)/CHAPERONES: Mark Hodge, Mark Pincus, Rachelle Hodge

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Clinics with University of California/Los Angeles Music Department/Choir Faculty and campus tour. Visit to Disneyland.

DESTINATION OF TRAVEL: Los Angeles and Anaheim, California

DATES OF TRAVEL: February 19-22, 2020

ACADEMIC BENEFITS TO STUDENTS: Students will learn from university level clinicians and tour a major university. This may inspire them to pursue music after high school. Their performance will be submitted for adjudication for a bronze, silver or gold medal.

Students will listen to other ensembles at Carnation Station at Disneyland throughout the day. They will write a short critique of the ensembles.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Enterprise vans

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>\$1,500.00</u>	<u>525/526/850-00-100-3400-6519-280-0000</u>
Transportation	_____	<u>Parent Booster Group</u>
	<u>\$1,650.00</u>	<u>525/526/850-00-100-3400-6892-280-0000</u>
Meals	_____	<u>Parent Booster Group</u>
	<u>\$4,950.00</u>	<u>525/526/850-00-100-3400-6892-280-0000</u>
Lodging	_____	<u>Parent Booster Group</u>

rev. 8/25/17

Substitutes \_\_\_\_\_  
**TOTAL** **\$8,100.00**

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **N/A**  
IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

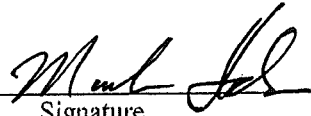
HOW ARE CHAPERONE EXPENSES PAID? **No**

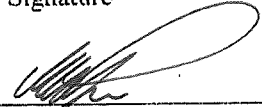
COST TO EACH STUDENT \$ **400.00 (includes a day pass to Disneyland)**

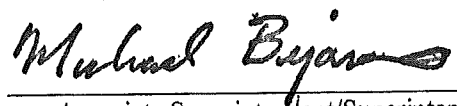
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Fundraising activities**

FUNDING SOURCE(S): **Tax Credit, Booster Funds and Club Funds**

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
**UA Concessions; ButterBraid Fundraiser**

SUBMITTED BY:  1-17-2020  
Signature ~~1-23-2020~~ Date

APPROVED BY:  1/27/2020  
Principal/Supervisor Date

 2/3/2020  
Associate Superintendent/Superintendent Date

AMPHITHEATER PUBLIC SCHOOLS  
STAFF/STUDENT TRAVEL REQUEST

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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: 20

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Softball

STAFF ADVISOR(S)/CHAPERONES: Kelly Fowler, Paul Avila

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Las Vegas Softball Spring Jamboree Tournament

DESTINATION OF TRAVEL: Las Vegas, NV

DATES OF TRAVEL: April 9-11, 2020

ACADEMIC BENEFITS TO STUDENTS: To play in a competitive environment, raise level of team competition, and to prepare for state tournament.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Mountain View

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

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	APPROX. COST	BUDGET CODE
Registration	<u>\$ 600.00</u>	<u>526-00-100-1001-6892-282-0000</u>
Transportation	<u>\$3,000.00</u>	<u>850-00-410-2710-6519-282-0000</u>
Meals	<u>\$500.00</u>	<u>850-00-100-1001-6892-282-0000</u>
Lodging	<u>\$3,000.00</u>	<u>850-00-100-1001-6892-282-0000</u>
Substitutes	<u>\$250.00</u>	<u>526/850-00-100-1001-6113-282-0000</u>
TOTAL	<u>\$7,350.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? N/A  
IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

HOW ARE CHAPERONE EXPENSES PAID? Club Funds

COST TO EACH STUDENT \$ meals

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

FUNDING SOURCE(S): Club Funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
Selling program sponsorships and snack bar sales

SUBMITTED BY:

Kelly Fowler  
Signature

1-8-20  
Date

APPROVED BY:

[Signature]  
Principal/Supervisor

\_\_\_\_\_  
Date

Michael Byars  
Associate Superintendent/Superintendent

2/3/2020  
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): Nancy Casagrande

SCHOOL: Coronado K-8

Department (opt.): \_\_\_\_\_

DATE(S): 3/30/20 - 4/1/20

ACTIVITY/EVENT: National Council of Supervisors of Mathematics (NCSM)

LOCATION: Chicago, IL

ABSENCE: # Days 3 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>\$515.00</u>		<u>001.00.100.2210.6360.115.0000</u>
Transportation	<u>0</u>	Mode _____	<u>Paid by Center for Recruitment &amp; Retention</u>
Rental Car	<u>0</u>		_____
Meals	<u>0</u>		<u>Paid by Center for Recruitment &amp; Retention</u>
Lodging	<u>0</u>		<u>Paid by Center for Recruitment &amp; Retention</u>
Substitutes	<u>\$450.00</u>		<u>100.20.102.100.6113.115.0000</u>
TOTAL	<u>\$965.00</u>		

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

Purpose of travel: I am presenting at the NCSM conference titled "Making IMPACTS: Transforming Teachers into Classroom and Regional Change Agents" with a group of teachers from the CRR. I will also be able to attend the rest of the conference and bring back new ideas to the district to help improve our math scores.

Outcomes and academic benefits to students and staff: I will be able to continue to improve my skills as a presenter. I will attend a national conference and gain new ideas on how to improve our district and my school in the area of math. I will learn new ideas for my math classroom to help all of my students be more successful.

Submitted by:

[Signature]  
Signature

1/24/2020  
Date

[Signature]  
Principal/Supervisor

1/27/2020  
Date

[Signature]  
Associate Superintendent/Superintendent

2/3/2020  
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 A. Jaeger, J.D.    Deanna M. Day, M.Ed.    SCHOOL: District Offices  
Vicki Cox Golder    Matthew A. Kopec & Susan Zibrat    Department (opt.): Governing Board and Superintendent

DATE(S): April 2-7, 2020

ACTIVITY/EVENT: National School Boards Association 2020 Annual Conference

LOCATION: Chicago, IL

ABSENCE:    # Days 6    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>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$5,855.00</u>		<u>001.00.100.2579.6360.501/502.0000</u>
Transportation	<u>\$2,826.70</u>	Mode <u>Air</u>	<u>001.00.100.2579.6582.501/502.0000</u>
Rental Car	<u>\$ 300.00</u>		<u>001.00.100.2579.6582.501/502.0000</u>
Meals	<u>\$1,815.00</u>		<u>001.00.100.2579.6582.501/502.0000</u>
Lodging	<u>\$7,014.65</u>		<u>001.00.100.2579.6582.501/502.0000</u>
Substitutes	_____		_____
TOTAL	<u>\$17,811.35</u>		

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

Purpose of travel: Attend the National School Boards Association (NSBA) 2020 Annual Conference.

Outcomes and academic benefits to students and staff: NSBA conference brings more than 7,000 school board members, superintendents, and education leaders from across the country and around the globe to gain valuable knowledge in leadership, advocacy, learning technology, urban school challenges, and safe schools.

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

Submitted by: \_\_\_\_\_ Date \_\_\_\_\_  
Signature Date

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
Michael Byjars 2/3/2020



**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): Curtis Simpson  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: District Offices  
 Department (opt.): Transportation  
 DATE(S): April 25 to April 29, 2020

ACTIVITY/EVENT: Tyler Connect 2020

LOCATION: Orlando, FL

ABSENCE: # Days 5 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>975.00</u>	<u>001.00.100.2579.6360.528.0000</u>
Transportation	<u>727.00</u> Mode <u>Air</u>	<u>001.00.100.25796582.528.0000</u>
Rental Car	_____	_____
Meals	<u>162.50</u>	<u>001.00.100.2579.6582.528.0000</u>
Lodging	<u>1240.00</u>	<u>001.00.100.2579.6582.528.0000</u>
Substitutes	_____	_____
<b>TOTAL</b>	<b><u>3104.50</u></b>	

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

Purpose of travel: This event will give me the opportunity to discover new ways to boost our productivity and services in the using of our Infinite Visions and Tyler SIS software systems. The conference will also allow us to interact directly with Tyler Tech staff, but also allow us to network with other users around the country.

Outcomes and academic benefits to students and staff: Not only will I be able to interact with and learn directly from Tyler Technologies' staff, but the conference will also allow me to network with my peers from across the country to exchange ideas, insights, and solutions to make better use of our technolgy investment in my daily work.

Submitted by: \_\_\_\_\_  
 Signature Date  
James S. Burn 1/31/2020  
 Principal/Supervisor Date  
Michael Beyars 2/3/2020  
 Associate Superintendent/Supervisor 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): Tami Neier-Gordon David Alzner SCHOOL: District Offices  
Taryn Burlison Department (opt.): Various  
 \_\_\_\_\_ DATE(S): June 24-30, 2020

ACTIVITY/EVENT: 2020 American Library Association Annual Conference

LOCATION: Chicago, IL

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>\$1,900.00</u>		<u>140-20-100-2210-6360-515-0000</u>
Transportation	<u>\$2,400.00</u>	Mode <u>Air</u>	<u>140-20-100-2210-6582-515-0000</u>
Rental Car	_____		_____
Meals	<u>\$1,716.00</u>		<u>140-20-100-2210-6582-515-0000</u>
Lodging	<u>\$4,500.00</u>		<u>140-20-100-2210-6582-515-0000</u>
Substitutes	_____		_____
TOTAL	<u>\$10,516.00</u>		

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

Purpose of travel: To attend the 2020 ALA Annual Conference

Outcomes and academic benefits to students and staff: Information learned will be shared District-wide.

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

Submitted by: Tami Neier-Gordon 4/30/20  
 Signature Date

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
Michael Beyars 2/3/2020  
 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): Lauren McIntyre, Glenda Arffa, \_\_\_\_\_ SCHOOL: District Offices  
Tara Bulleigh, Amanda Magelli, \_\_\_\_\_ Department (opt.): Various  
Michael Bejarano \_\_\_\_\_ DATE(S): June 27-July 1, 2020

ACTIVITY/EVENT: International Society for Technology in Education (ISTE) - EdTech Conference

LOCATION: Anaheim, California

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>\$3,300.00</u>	<u>140-20-100-2210-6360-515-0000</u>
Transportation	<u>\$4,100.00</u> Mode <u>air</u>	<u>140-20-100-2210-6582-515-0000</u>
Rental Car	_____	_____
Meals	<u>\$1,260.00</u>	<u>140-20-100-2210-6582-515-0000</u>
Lodging	<u>\$3,257.28</u>	<u>140-20-100-2210-6582-515-0000</u>
Substitutes	_____	_____
TOTAL	<u>\$11,917.28</u>	

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

Purpose of travel: To attend the 2020 ISTE conference

Outcomes and academic benefits to students and staff: To gain new knowledge and collaborate with educators from across the country to better serve our students.

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

Submitted by: Michael Bejarano \_\_\_\_\_ 2/3/2020  
 Signature Date

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
Patricia Lopez \_\_\_\_\_ 2/3/2020  
 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): Todd Jaeger Scott Little  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: District Offices  
 Department (opt.): \_\_\_\_\_  
 DATE(S): June 27-July 1, 2020

ACTIVITY/EVENT: International Society for Technology in Education (ISTE) - EdTech Conference

LOCATION: Anaheim, California

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>\$1,100.00</u>	<u>001-00-100-2320-6360-501/520-0000</u>
Transportation	<u>\$1,800.00</u> Mode <u>air</u>	<u>001-00-100-2320-6582-501/520-0000</u>
Rental Car	_____	_____
Meals	<u>\$504.00</u>	<u>001-00-100-2320-6582-501/520-0000</u>
Lodging	<u>\$2,171.52</u>	<u>001-00-100-2320-6582-501/520-0000</u>
Substitutes	_____	_____
TOTAL	<u>\$5,575.52</u>	

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

Purpose of travel: To attend the 2020 ISTE conference

Outcomes and academic benefits to students and staff: To gain new knowledge and collaborate with educators from across the country to better serve our students.

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

Submitted by: Michael Byars 2/3/2020  
 Signature Date

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
Robert Lopez 2/3/2020  
 Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS  
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EMPLOYEE(S): Jennifer Queiruga Trista DeVitta SCHOOL: AMS  
Katherine Floyd Brenda King Department (opt.): \_\_\_\_\_  
Sarah Lortie Luisana Alvarez \_\_\_\_\_ DATE(S): 06/29/2020-07/02/2020

ACTIVITY/EVENT: Advancement Via Individual Determination 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>
			<small>(Note: Tax credit contributions are District funds and require a budget code.)</small>
Registration	<u>\$4950.00</u>		<u>100.20.100.2210.6360.166.0000</u>
Transportation	<u>\$2580.00</u>	Mode <u>Airline/Taxi</u>	<u>100.21.100.2210.6582.166.0000</u>
Rental Car	_____		_____
Meals	<u>\$1386.00</u>		<u>100.21.100.2210.6582.166.0000</u>
Lodging	<u>\$2839.24</u>		<u>100.21.100.2210.6582.166.0000</u>
Substitutes	_____		_____
TOTAL	<u>\$11,755.24</u>		

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

Purpose of travel: AVID training for AVID Site Team to support the continued implementation of the program at our school. Our team will consist of all AVID elective teachers.

Outcomes and academic benefits to students and staff: Teachers will learn effective instructional practices and our 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: *Kendrick Mitchell* \_\_\_\_\_ 1/29/2020  
 Signature Date  
*Angela Wehners* \_\_\_\_\_ 1/31/2020  
 Principal/Supervisor Date  
*Michael Bryan* \_\_\_\_\_ 2/3/2020

**AMPHITHEATER PUBLIC SCHOOLS  
STAFF TRAVEL/CONFERENCE REQUEST**

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EMPLOYEE(S): Gerad Ball, Phil Tilicki, Christy Sullivan \_\_\_\_\_ SCHOOL: District Offices  
Julie Valenzuela, Gayle Taylor, Matt Munger \_\_\_\_\_ Department (opt.): Various  
Michael Bejarano, TBD \_\_\_\_\_ DATE(S): July 6-9, 2020

ACTIVITY/EVENT: National Association of Secondary School Principals (NASSP) 2020 Conference

LOCATION: National Harbor, MD

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>\$4,760.00</u>	<u>100/140-20-100-2210-6360-***-0000</u>
Transportation	<u>\$9,000.00</u> Mode <u>air</u>	<u>100/140-20-100-2210-6582-***-0000</u>
Rental Car	_____	_____
Meals	<u>\$1,848.00</u>	<u>100/140-20-100-2210-6582-***-0000</u>
Lodging	<u>\$4,891.50</u>	<u>100/140-20-100-2210-6582-***-0000</u>
Substitutes	_____	_____
TOTAL	<u>\$20,499.50</u>	

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

Purpose of travel: To attend the NASSP Conference.  
\*\*\* = 515/115/165

Outcomes and academic benefits to students and staff: To gain new knowledge and collaborate with educators from across the country to better serve our students.

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

Submitted by: Michael Bejarano \_\_\_\_\_ 2/3/2020  
 Signature Date

\_\_\_\_\_  
 Principal/Supervisor Date  
Glenn Lopez \_\_\_\_\_ 2/3/2020  
 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): Greg Montjoy \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: AMS  
 Department (opt.): \_\_\_\_\_  
 DATE(S): 07/06/2020-07/09/2020

ACTIVITY/EVENT: National Association of Secondary School Principals-National Principals Conference

LOCATION: National Harbor, MD

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>\$595.00</u>	<u>100.20.100.2210.6360.166.0000</u>
Transportation	<u>\$648.00</u>	Mode <u>Airplane/Taxi</u> <u>100.21.100.2210.6582.166.0000</u>
Rental Car	_____	_____
Meals	<u>\$231.00</u>	<u>100.21.100.2210.6582.166.0000</u>
Lodging	<u>\$1738.14</u>	<u>100.21.100.2210.6582.166.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$3212.14</u>	

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

Purpose of travel: Workshop for support and growth in Administrative positions.

Outcomes and academic benefits to students and staff: Show Administrators, Internship Principals and Teachers how to apply knowledge and skills to contribute to productivity by using practical strategies. Provide individual learning and growth opportunities.

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

Submitted by: Kimberly Mitchell \_\_\_\_\_ 11/30/2020  
 Signature Date  
Angela Wehners \_\_\_\_\_ 11/30/2020  
 Principal/Supervisor Date  
Michael Beyan \_\_\_\_\_ 2/3/2020  
 Associate Superintendent/Superintendent Date