



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: March 28, 2023

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Walter Mangum of Technology requests permission to attend Cisco Training and Conference in Las Vegas, Nevada on June 4-8, 2023. Approximate cost of travel is \$1,378.91 and will be paid using Maintenance and Operating funds. No school days will be missed, and no substitute is required.

Freddie Contreras of Technology requests permission to attend Cisco Training and Conference in Las Vegas, Nevada on June 4-8, 2023. Approximate cost of travel is \$2,038.91 and will be paid using Maintenance and Operating funds. No school days will be missed, and no substitute is required.

Kimberly Begay of Native American Education requests permission to attend OK Jonson O'Malley Annual Conference in Tulsa, Oklahoma on April 3-7, 2023. The cost of travel is being paid by National Johnson-O'Malley Association (NJOMA). Five school days will be missed, and no substitute is required.

STUDENTS

Brie Ronnie, Janet Castles, Jillian Golder, Micaela Baer, Leslie McClyman, Kellie Collett, Amanda Nelson, Liz Escorza, Pamela Greer, Kylie Casper, Kellie Bauer, Erin Standish, Aimee Stabbert, Collen Vance, Scott Little, Maggie Cartie, Doris Campos, Susan Shepherd, Reina Small, Krista Wells, Jennie Lane, and Adam Martin request permission to take 50 fifth grade Painted Sky Elementary School students to Disney Imagineer Physics Lab and Riley Farms American Revolution Experience in Anaheim, California on May 1-3, 2023. Approximate cost of travel is \$36,500 and will be paid using Auxiliary and Tax Credit funds. Three school days will be missed, and substitutes are required.

BUDGET CODE KEY		
001.00.100.2579.6582.550.0000	M & O	Non-Instructional Training, Staff Travel, Finance & Accounting
525.00.100.1001.6892.114.0000	Auxiliary	Classroom Instruction, Student Travel, Painted Sky

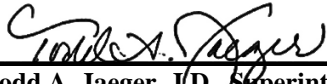
RECOMMENDATION:

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

INITIATED BY:


Matthew Munger
Associate Superintendent for Secondary Education

Date: March 20, 2023


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): Walter Mangum

SCHOOL: District Offices

Department (opt.): IT

DATE(S): 06/04/2023 to 06/08/2023

ACTIVITY/EVENT: Cisco Training and Conference

LOCATION: Las Vegas, NV

ABSENCE: # Days 4 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	<u>Paid for with Credits</u>	_____
Transportation	_____ Mode _____	_____
Rental Car	_____	_____
Meals	<u>295.00</u>	<u>001.00.100.2579.6582.550.0000</u>
Lodging	<u>1083.91</u>	<u>001.00.100.2579.6582.550.0000</u>
Substitutes	_____	_____
TOTAL	<u>1378.91</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: Network Administration and Security Training

Outcomes and academic benefits to students and staff: Network Security

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

- | | | |
|---|---|---|
| <input type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

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

Submitted by: [Signature] 3/17/23
 Signature Date
[Signature] 3/1/23
 Principal/Supervisor Date
[Signature] 3/1/23
 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): **Freddie Contreras**

SCHOOL: **District Offices**

Department (opt.): **IT**

DATE(S): **06/04/2023 to 06/08/2023**

ACTIVITY/EVENT: **Cisco Training and Conference**

LOCATION: **Las Vegas, NV**

ABSENCE: # Days **4** 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	Paid for with Credits		
Transportation	660.00	Mode Private Vehicle/Parking	001.00.100.2579.6582.550.0000
Rental Car	_____		
Meals	295.00		001.00.100.2579.6582.550.0000
Lodging	1083.91		001.00.100.2579.6582.550.0000
Substitutes	_____		
TOTAL	2038.91		

(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: **Network Administration and Security Training**

Outcomes and academic benefits to students and staff: **Network Security**

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

- | | | |
|---|---|---|
| <input type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

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

Submitted by: 3/1/23
 Signature Date
 3/1/23
 Principal/Supervisor Date

 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): April 3-7, 2023

ACTIVITY/EVENT: OK Johnson O'Malley Annual Conference

LOCATION: Tulsa, Oklahoma

ABSENCE: # Days 5 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	<u>Paid by National Johnson-O'Malley Association (NJOMA)</u>	<u>N/A</u>
Transportation	<u>Paid by NJOMA</u> Mode _____	<u>N/A</u>
Rental Car	_____	_____
Meals	<u>Paid by NJOMA</u>	<u>N/A</u>
Lodging	<u>Paid by NJOMA</u>	<u>N/A</u>
Substitutes	_____	_____
TOTAL	<u>\$0.00</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.

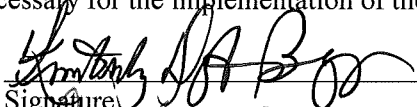
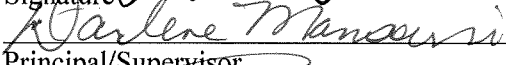

Purpose of travel: **Will present JOM workshop as an invited guest presenter and learn new strategies to review mutually developed standards of educational excellence for Indian students served by the JOM programs.**

Outcomes and academic benefits to students and staff: **To implement the new strategies and techniques in strengthening tribal partnerships for educational success programs that will benefit Amphi Native students.**

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

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Academic Content | <input checked="" type="checkbox"/> Caring | <input checked="" type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input checked="" type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

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

Submitted by:  3/1/2023
 Signature Date
 3/2/2023
 Principal/Supervisor Date
 2/6/2023
 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: Painted Sky Elementary

ESTIMATED NUMBER OF STUDENTS: 50

NAME OF SCHOOL GROUP/CLUB/ENTITY: Painted Sky 5th Grade

STAFF ADVISOR(S)/CHAPERONES: Brie Ronnie, Janet Castles
Jillian Golder, Micaela Baer, Leslie McClyman, Kellie Collett, Amanda Nelson, Liz Escorza, Pamela Greer, Kylie Casper, Kellie Bauer, Erin Standish, Aimee Stabbert, Collen Vance, Scott Little, Maggie Cartie, Doris Campos, Susan Shepherd, Reina Small, Krista Wells, Jennie Lane, Adam Martin

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Disney Imagineer Physics Lab and Riley Farms American Revolution Experience

DESTINATION OF TRAVEL: Anaheim, California

DATES OF TRAVEL: May 1-3, 2023

ACADEMIC BENEFITS TO STUDENTS: 50 5th graders will travel to California for the Disney Imagination Campus Properties of Motion Physics Lab and the Riley Farms American Revolution Simulation. In the Physics lab students will learn how kinetic energy and speed are used to create attractions and gain an understanding of the real-world application of physics. Students will design coasters based on the laws of force and motion then ride a similar attraction and have the chance to modify their designs, back at the Physics Lab, based on their findings. They will design and build 3 prototypes. The historical simulation at Riley Farms will depict the key events that led to the American Revolution. The students will take on the duties of the soldiers, reenact the battles, and arrive at historically accurate solutions. They will experience a first-hand glimpse of America's past during an historical American Revolution Reenactment. The students will participate and compete in building the most structurally sound roller coaster, applying what they learned from the Physics lab, as well as a history quiz competition at Riley Farms.

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

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input checked="" type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Project Exploration

Are expenses paid from any of the following accounts? Auxiliary yes Tax Credits yes Club Funds no
Parent Organization no

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$36,500</u>	<u>525/526.00.100.1001.6892.114.0000</u>
Transportation	_____	_____
Meals	_____	_____
Lodging	_____	_____
Substitutes	_____	_____
TOTAL	<u>\$36,500</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no
IF SO, SOURCE & AMOUNTS: The field trip is paid for with tax credit donations, fundraising, and by the parents.

HOW ARE CHAPERONE EXPENSES PAID? Chaperones will pay for themselves.

COST TO EACH STUDENT \$ 730 or \$670-unless enough money is raised through donations and fundraising.

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax credits and fundraising.

FUNDING SOURCE(S): Tax credits, fundraising, and parents.

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Restaurant nights, car wash, and a bake sale are planned for future. Business donations.

SUBMITTED BY: _____ 1/6/23

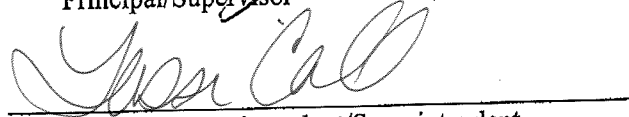
Signature

Date

APPROVED BY:


Principal/Supervisor

2/22/23
Date


Associate Superintendent/Supervisor

2/28/23
Date