

**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: 2

NAME OF SCHOOL GROUP/CLUB/ENTITY: JROTC

STAFF ADVISOR(S)/CHAPERONES: Ron James, Jeff Scheinder, and John Howe

ABSENCE: # Days 5 Sub Required: ☐ Yes ☒ No # of School Days Missed 3

ACTIVITY / EVENT / PURPOSE OF TRAVEL: US Air Rifle National Championships

DESTINATION OF TRAVEL: Salt Lake City, Utah

DATES OF TRAVEL: 8 - 12 April, 2015

ACADEMIC BENEFITS TO STUDENTS: Students develop focus and team building

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Flowing Wells School District

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>NA</u>	<u>NA</u>
Transportation	<u>880</u>	<u>NA</u>
Meals	<u>850</u>	<u>NA</u>
Lodging	<u>1788</u>	<u>NA</u>
Substitutes	<u>0</u>	<u>NA</u>
TOTAL	<u>3518</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 Fund Raiser.**

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

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Renaissance Fair

SUBMITTED BY: _____

Signature

28 Jan
Date

APPROVED BY: _____

Principal/Supervisor

2/16/15
Date

Associate Superintendent/Superintendent

3/2/15
Date

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SCHOOL: **CDO**

ESTIMATED NUMBER OF STUDENTS: 5

NAME OF SCHOOL GROUP/CLUB/ENTITY: **JROTC**

STAFF ADVISOR(S)/CHAPERONES: **SFC Thomas Dimmick, Anne Jump**

ABSENCE: # Days 3 Sub Required: ☐ Yes ☒ No # of School Days Missed 1

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Drill Team**

DESTINATION OF TRAVEL: **Buena Park, California**

DATES OF TRAVEL: **April 17-19, 2015**

ACADEMIC BENEFITS TO STUDENTS: **Students develop focus 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 _____ Club Funds X
Parent Organization **JROTC**

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>150</u>	<u>NA</u>
Transportation	<u>4000</u>	<u>NA</u>
Meals	<u>200</u>	<u>NA</u>
Lodging	<u>100</u>	<u>NA</u>
Substitutes	<u>0</u>	<u>NA</u>
TOTAL	<u>4450</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? **JROTC budget**

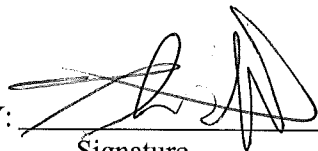
COST TO EACH STUDENT \$ **50**

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 Fund Raiser.**

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

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Renaissance Fair

SUBMITTED BY:


Signature

02/12/15
Date

APPROVED BY:


Principal/Supervisor

2/17/15
Date



Associate Superintendent/Superintendent

3/2/15
Date

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

**THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA
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EMPLOYEE(S): Lacy Mendoza Cymry DeBoucher SCHOOL: CDO

Department (opt.): IB
DATE(S): June 12-16, 2015

ACTIVITY/EVENT: IB Category 2 Workshop - Art

LOCATION: St. Pete Beach, FL

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>1780.00</u>	<u>140-15-100-2210-510-6360</u>
Transportation	<u>1400.00</u> Mode <u>airline</u>	<u>140-15-100-2210-510-6582</u>
Rental Car	<u>100.00 (shuttle)</u>	<u>140-15-100-2210-510-6582</u>
Meals	<u>490.00</u>	<u>140-15-100-2210-510-6582</u>
Lodging	<u>700.00</u>	<u>140-15-100-2210-510-6582</u>
Substitutes	_____	_____
TOTAL	<u>4470.00</u>	

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

Purpose of travel: Training in Film in order to teach IB Film at CDO and meet the International Baccalaureate Programme requirements.

Outcomes and academic benefits to students and staff: Academic subject depth and preparedness for rigorous broad and balanced, yet academically demanding programme of study with the development of critical-thinking and reflective skills for student achievement.

Submitted by:

Lacy Mendoza
Signature _____ Date 2-23-15

Paul Dush
Principal/Supervisor _____ Date 2/24/15

Wain Fula
Associate Superintendent/Supintendent _____ Date 3/2/15

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EMPLOYEE(S): Tassi Call, Laura Tanem, Joyce Daigle, Breanna Kemp, Ethnee Taylor, Amy Wilson

Kathy Floyd, Jennifer Queiruga-Swingle

SCHOOL: AMS

Department (opt.): _____

(alt) Phil Tilicki and Ellen Staab

DATE(S): July 12- 15, 2015

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

LOCATION: Sacramento, CA

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>\$6,291</u>	<u>100-15-100-2210-166-6360</u>
Transportation	<u>\$5,000</u> Mode _____	<u>100-15-100-2210-166-6582</u>
Rental Car	_____	_____
Meals	<u>\$2,950</u>	<u>100-15-100-2210-166-6582</u>
Lodging	<u>\$3,294</u>	<u>100-15-100-2210-166-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$17,535</u>	

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

Purpose of travel: AVID training for AVID Site Team to support the implementation of the program at our school. Our team will consist of the principal and content area teachers.

Outcomes and academic benefits to students and staff: Teachers will learn effective instructional practices and our site team will 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 schools build community support systems for school success; and addresses how to grant equitable access to rigorous curricula for all students.

Submitted by: _____

Signature

Date

Principal/Supervisor

Date

Travis Nelson
Associate Superintendent/Superintendent

3/2/15
Date

rev. 9/21/05