

**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 Burrow Debbie VanSice SCHOOL: AHS
 _____ _____ Department (opt.): Social Studies
 _____ _____ DATE(S): September 17-20, 2015

ACTIVITY/EVENT: Primary Source Document Workshop in Philadelphia at historical sites focused on the Federalist Papers

LOCATION: Philadelphia, PA

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

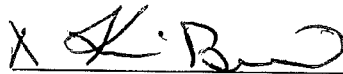
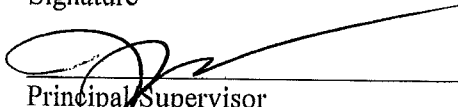
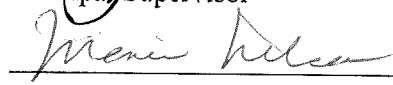
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$ 0</u>		<u>Paid by Scholarship</u>
Transportation	<u>\$ 0</u>	Mode <u>Airfare</u>	<u>Paid by Scholarship</u>
Rental Car	<u>N/A</u> _____		
Meals	<u>\$300</u>		<u>Paid by Scholarship</u>
Lodging	<u>\$275</u>		<u>Paid by Scholarship</u>
Substitutes	<u>\$320</u>		<u>103-15-100-2210-281-6113</u>
TOTAL	<u>\$895 (only \$320 paid from the district/school)</u>		

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

Purpose of travel: To learn new strategies for teaching with primary source documents that will be applicable to APUSH, USH and Cambridge curriculum

Outcomes and academic benefits to students and staff: We will learn new strategies for teaching with primary sources and will have the opportunity to learn more about the Federalist Papers in addition to being able to visit historical sites that are relevant to United States History.

Submitted by: X  8/11/15
 Signature Date
 8/11/15
 Principal Supervisor Date
 8/11/15