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TRAVEL REQUEST FORM (POLICY 546.00F)

#1 July 2019

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

	TITLE OF C	ONFERENCE					DEST	INATION					CHECK	ONE		
		т	ACORAA V	VASHINGTON			IN RADIUS			RADIUS X						
				(CIRCLE ONE)		STUDENT TRAVEL OVERNIGHT Y/N										
PURPOSE OF CONFERENCE						KE	PORT TO	(CINCLE ONE)			310					
		BOAR	D 5	TAFF TE	AM											
PRO	FESSIONAL DEV	ELOPMENT-	GEAR UP			0.000 military 1.000 m/	700 70				# STUDEN			# CHAPE		
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SUBJECT TO APPROVAL.	THE DEADLINE FO	R ALL TRIP RE	QUESTS ARE	THE FIRST MOND.	AY EACH MC	NTH.			OUT OF RA	ADIUS AND	DISTRICT PD		SPECIAL ED		ACTIVITIES	
STUDENT REQUESTS ARE	REVIEWED AT TH	E SEPTEMBER	BOARD MEE	ETING.						1	FEDERAL		SAFETY		VOCATION	
			N	MEALS	3		MILEAG		Y/N		DENTAL CAR		1	AIRFARE	LODGING	
	DATE(S) OF	BREAKFAST	LUNCH	DINNER	DAILY	DESTINATION	MILES	TOTAL	DISTRICT	PARKING BAGGAGE	RENTAL CAR SHUTTLE	SUB	REGISTRATION			TOTAL STAFF
NAMES OF ATTENDEES	TRAVEL	\$10	\$15	IN-STATE \$20	TOTAL	CITY OR AIRPORT		.45 PER MILE	CAR AVAILABLE		TAXI		REGISTRATION			REIMB
				OUT-STATE \$30				PER WILL	AVAILABLE							
	19-Oct-19		\$ 15	\$ 30	\$ 45			<u> </u>								
	20-Oct-19	\$ 10		INCLUDED	\$ 25		94	\$ 42.30	NO	\$ 60	\$ 60	\$-	\$ 225	\$ 590	\$ 375	\$ 172.30
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	20-Oct-19	\$ 10		INCLUDED	\$ 25	1		\$ -	İ	\$ 60		\$-	\$ 225	\$ 590	\$ 375	\$ 130.00
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ALL FORMS MU	ST BE TYPED.	INCOMPL	ETE TRAVI	EL REQUESTS V	VILL BE RE	TURNED FOR	ADDITIO	OTOBEOURE	ARTION.	N DEDDIE	N EYDENICES	INCHR	RED		4.5.1.0	
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BUDGET CODE:		100.6	21.0380		PROG	RAM DIRECTOR	INITIAL:	49		SS		- TOTAL	COST OF REQU	IE31	3	2,002.30
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SIGNATURE(S) OF SOI	CH VIDON/ NOW	,,									<u> </u>	, .	POARD ARRO	OVAL	1	
SIGNATURE OF SUPER	RINTENDENT:	— DocuSign	ed by:						7/10/2	010	Bon "	in Deen	BOARD APPE DATE 7-	15-19		
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SIGNATURE OF SUPERINTENDENT:

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TRAVEL REQUEST FORM (POLICY 546.00F)

#2 July 2020 MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331 **CHECK ONE** DESTINATION TITLE OF CONFERENCE OUT OF RADIUS X NASHVILLE TN IN RADIUS AMLE ASSOCIATION FOR MIDDLE SCHOOL LEVEL EDUCATION STUDENT TRAVEL OVERNIGHT Y/N REPORT TO: (CIRCLE ONE) PURPOSE OF CONFERENCE STAFF **TEAM BOARD** # STUDENTS # CHAPERONES PROFESSIONAL DEVELOPMENT- DISTRICT REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE **FUNDING SOURCE (MARK ONE)** SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. **OUT OF RADIUS AND** SPECIAL ED ACTIVITIES DISTRICT PD STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING. FEDERAL SAFETY VOCATION Y/N MILEAGE **MEALS** RENTAL CAR DESTINATION MILES DINNER DAILY TOTAL DISTRICT BREAKFAST LUNCH PARKING TOTAL STAFF DATE(S) OF AIRFARE SHUTTLE REGISTRATION LODGING NAMES OF ATTENDEES TOTAL CITY OR CAR \$10 \$15 IN-STATE \$20 BAGGAGE REIMB TRAVEL AVAILABLE TAXI AIRPORT PER MILE OUT-STATE \$30 6-Nov-19 S 10 | \$ 15 | \$ 30 \$ 40 30 \$ 7-Nov-19 \$ 10 INLCUDED \$ \$ 157.50 NO \$ 60 \$ 75 \$ -649 \$ 450 \$ 660 \$ 347.50 SLC 350 **DUSTIN HEATH** 30 \$ 40 10 INLCUDED \$ 8-Nov-19 \$ 55 30 S 9-Nov-19 \$ 10 \$ 15 \$ 30 \$ 55 10 | \$ 15 \$ 6-Nov-19 \$ 40 10 INLCUDED \$ 30 \$ 7-Nov-19 \$ \$ \$ 60 \$ -649 \$ 450 \$ 660 \$ 190.00 GREG DURRANT 30 S 40 8-Nov-19 \$ 10 INLCUDED S 55 30 \$ 9-Nov-19 \$ 10 \$ 15 \$ 30 \$ 55 6-Nov-19 \$ 10 \$ 15 \$ 40 10 INLCUDED \$ 30 \$ 7-Nov-19 \$ 5 -\$ 60 649 \$ 450 \$ 660 \$ 190.00 ISAAC MOFFETT 30 \$ 40 10 INLCUDED \$ 8-Nov-19 \$ 55 30 \$ 10 5 15 5 9-Nov-19 \$ 15 \$ 30 \$ 55 6-Nov-19 \$ 40 10 INLCUDED \$ 7-Nov-19 \$ \$ -\$ 450 \$ 660 \$ 60 649 \$ 190.00 DIANE BLOOD 40 8-Nov-19 10 INLCUDED 30 55 30 \$ 9-Nov-19 10 \$ 15 \$ OFFICE USE ONLY ALL FORMS MUST BE TYPED. INCOMPLETE TRAVEL REQUESTS WILL BE RETURNED FOR ADDITIONAL INFORMATION. PERDIEM REIMBURSED AHEAD FOR OUT OF RADIUS TRAVEL. RECIEPTS REQUIRED FOR NON PERDIEM EXPENSES INCURRED. \$ TOTAL COST OF REQUEST BUDGET CODE: SS 8.268.50 100.621.0380 PROGRAM DIRECTOR INITIAL: DocuSigned by: SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR: shley (Shrum)

7/11/2019

BOARD APPROVAL

DATE 7-15-19

TRAVEL REQUEST FORM (POLICY 546.00F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

#3 July 2019

	TITLE OF (CONFERENCE	Œ		T	JIVIT JOHVI 3C		INATION			CHECK ONE						
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	PURPOSE O	F CONFERE	NCE			RE	PORT TO	: (CIRCLE ONE)		STUDENT TRAVEL OVE			RNIGHTY			
PRO	FESSIONAL DE\	/ELOPMEN ⁻	Γ- DISTRICT			BOAR	D S	TAFF T	EAM	# STUDENTS			# CHAPERONES				
REQUESTS THAT ARE REC							IVE TO THE	OPERATION OF			FU	NDING SOU	RCE (MAR				
SUBJECT TO APPROVAL. STUDENT REQUESTS ARE					AY EACH MO	NTH.			OUT OF RA	ADIUS AND	DISTRICT PD		SPECIAL ED		ACTIVITIES		
STODENT REQUESTS ARE	NEVIEWED AT TO	I SET TEMBE				r	MILEAG		V/N		FEDERAL	 	SAFETY		VOCATION		
	DATE(S) OF	BREAKFAST	LUNCH	DINNER	DAILY	DESTINATION	-	TOTAL	Y/N DISTRICT	PARKING	RENTAL CAR		0.5.0.0000.000.000			TOTAL STAFF	
NAMES OF ATTENDEES	TRAVEL	\$10	\$15	IN-STATE \$20 OUT-STATE \$30	TOTAL	CITY OR AIRPORT		.45 PER MILE	CAR AVAILABLE	BAGGAGE	SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	REIMB	
	6-Nov-19			\$ 30													
JACLYN THOMPSON	7-Nov-19 8-Nov-19		INCLUDED \$ 15	\$ 30 \$ 30			350	\$ 157.50	NO	\$ 60	\$ 60	\$195	\$ 679	\$ 400		\$ 337.50	
	9-Nov-19	\$ 10	\$ 15	\$ 30	\$ 55								5.				
	10-Nov-19	\$ 10	\$ 15		\$ 25												
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	6-Nov-19 7-Nov-19		INCLUDED	\$ 30													
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ALL FORMS MUS	T BE TYPED.			L REQUESTS W		URNED FOR	ADDITIO	NAL INFORM		I PERDIEM	I EXPENSES	INCURRE	:D		PEF	RDIEM	
BUDGET CODE:		-	21.0380	7,112,10,10,10		AM DIRECTOR IN		ag	310KH0K	SS	EXTENSES		OST OF REQUE	ST	\$	2,905.50	
SIGNATURE(S) OF SUP	ERVISOR/ADMI		1 11/1/2			ſ	DocuSiq	I Org	m)								
SIGNATURE OF SUPERI	NTENDENT:	DocuSig	ned by: 7A4A660)24A314E2			—1D212E	EB3C1A403 7/	11/2019	R	onnie l	Lein	BOARD APPRO				
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TRAVEL REQUEST FORM (POLICY 546.00F)

#4 July 2 D19

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			RF	PORT TO			Y	STUDENT TRAVEL OVERNIC												
PURPOSE OF CONFERENCE							14.0	TONT TO	. jeme	LL OILL	,		310	DENTI	NAVELOVEI	WIGHT	/14			
PROFES			BOAR	D S	TAFF	. Т	EAM		# STUDENTS			# CHAPERONES								
REQUESTS THAT ARE REC	UIRED BY GRANT	, GOVERNME	NTAL RULES	AND REGULATION	S, OR CC	NSIC	DERED IMPERAT	VE TO THE	OPERA	TION OF	THE DISTRIC	Γ ARE		FU	K ONE)					
SUBJECT TO APPROVAL.	THE DEADLINE FO	R ALL TRIP RI	EQUESTS ARE	THE FIRST MOND								ADIUS AND	DISTRICT PD	х	ACTIVITIES					
STUDENT REQUESTS ARE	REVIEWED AT TH									FEDERAL		SAFETY		VOCATION						
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	5020	BREAKFAST	LUNCH	DINNER	DAILY			MILES			DISTRICT		RENTAL CAR							
NAMES OF ATTENDEES	DATE(3) OF	\$10	\$15	IN-STATE \$20	TOTAL		CITY OR		.45	•	CAR	PARKING	SHUTTLE	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF		
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										13(17) 173										
	30-Sep-19	\$ 10	\$ 15	\$ 30	\$	55			1											
	1-Oct-19	INLCUDED	INCLUDED	\$ 30	\$	30	TWIN		1	42.20	NO	¢ 60	6 60	ے ا	4.50	¢ coo	4 200	\$ 212.30		
ASHLEY JOHNSON	2-Oct-19	INLCUDED	INCLUDED	\$ 30	\$	30	FALLS	94	> '	42.30	NO	\$ 60	\$ 60	\$ -	\$ 450	\$ 600	\$ 390			
	3-Oct-19	\$ 10	\$ 15			55														
	30-Sep-19					55														
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ALL FORMS MUS	T BE TYPED.	INCOMPLE	TE TRAVE	REQUESTS W	ILL BE	RET	URNED FOR	ADDITIO	NAL IN	FORM	ATION.					***************************************	PEF	RDIEM		
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BUDGET CODE:		100.62	1.0380		- PR	OGRA	AM DIRECTOR IN		100			SS		TOTAL	OST OF REQUE	51	\$	8,452.30		
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TRAVEL REQUEST FORM (POLICY 546.00F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

#5 July 2019

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			CHIC	CAGO IL				IN RADIUS			RADIUS	X					
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	DATE(S) OF	BREAKFAST		DINNER	DAILY		MILES	TOTAL .45		DISTRICT	PARKING BAGGAGE	RENTAL CAR			AIRFARE	LODGING	
NAMES OF ATTENDEES	TRAVEL	\$10	\$15	IN-STATE \$20	TOTAL	CITY OR				CAR		SHUTTLE	SUB	REGISTRATION			TOTAL STAFF REIMB
				OUT-STATE \$30		AIRPORT		PER MILE		AVAILABLE	LE	TAXI					
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		RE	MBURSED	AHEAD FOR O	UT OF RAI	DIUS TRAVEL	. RECIEP	TS REQU	IREC	FOR NON			INCURRE	D.			
BUDGET CODE:		100.62	1.0380		PROGRAM DIRECTOR INITIAL:						S	SS TOTAL COST OF REQUEST \$ 1,670.00					
SIGNATURE(S) OF SUP	ERVISOR/ADMIN	NISTRATOR:	1	appler	K	de		7-1	5-1	19		**************************************					
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