

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: 31

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Ironwood Ridge Cross Country**

STAFF ADVISOR(S)/CHAPERONES: **Stacey Wilson (Girl's Head Coach) Angie (Maria) Dylla (Boy's Head Coach) Bryan White, Veronique Maizy**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **35th Annual SoCal Invitational**

DESTINATION OF TRAVEL: **Oceanside, California**

DATES OF TRAVEL: **October 7-9, 2016**

ACADEMIC BENEFITS TO STUDENTS: **Competing in an interstate cross country meet with nationally ranked athletes.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **US Coachways**

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>\$275.00</u>	<u>526/850-00-100-1001-280-6892</u>
Transportation	<u>\$3,406.13</u>	<u>526/850-00-100-1001-280-6519</u>
Meals	<u>\$2,375.00</u>	<u>526/850-00-100-1001-280-6892</u>
Lodging	<u>\$2,843.00</u>	<u>526/850-00-100-1001-280-6892</u>
Substitutes	<u>\$75.00</u>	<u>530-00-100-3400-280-6113</u>

TOTAL \$8,974.13

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

HOW ARE CHAPERONE EXPENSES PAID? Club Funds

COST TO EACH STUDENT \$ 297.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Additional tax credit donations from community members.

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

FUNDRAISING ACTIVITIES PLANNED (If applicable):
None

SUBMITTED BY:

Stacey A Wilson
Signature

9/8/16
Date

APPROVED BY:

Sei Aram
Principal/Supervisor

9/8/16
Date

Kevin Nelson
Associate Superintendent/Superintendent

9/12/16
Date

AMPHITHEATER PUBLIC SCHOOLS
STAFF/STUDENT TRAVEL REQUEST
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SCHOOL: Coronado K-8

ESTIMATED NUMBER OF STUDENTS: 60

NAME OF SCHOOL GROUP/CLUB/ENTITY: Humanities Social Studies, We the People

STAFF ADVISOR(S)/CHAPERONES: Erika C. Sparlin, Rebecca Green, LeighAnne Wright, Eric Stewart, Donna DiMillio, Feliza Laos, Eddie Tapia, Candace Mayer, Amy McDonald, Christina Smith, Michael Frithsen, LaKisha Prewitt, Beth Roberts

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: We the People National Competition

DESTINATION OF TRAVEL: George Mason University 4400 University Drive, Fairfax, VA 22030

DATES OF TRAVEL: 4/28/17-5/2/17

ACADEMIC BENEFITS TO STUDENTS: Participation in mock Congressional Hearings (National Competition) ability to formulate and defend arguments based on evidence; visit historically important locations around Washington, DC.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other All travel arranged through World Strides Travel Agency

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>\$134,000.00</u>	<u>525/526 -00-100-1001-115-6892</u>
Transportation	<u>Included</u>	_____
Meals	<u>Included</u>	_____
Lodging	<u>Included</u>	_____

Substitutes \$900.00

530-00-100-3400-115-6113

TOTAL \$134,900.00

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

HOW ARE CHAPERONE EXPENSES PAID? Chaperones have a fee of \$1,000.00

COST TO EACH STUDENT \$ 2,000

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Students will participate in fundraising. Scholarships will be requested through Coronado PTO & Site Council. Waivers can be requested, waivers must be approved by Mr. Ball.

FUNDING SOURCE(S): Gifts and Donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):

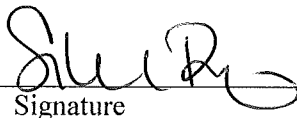
Candle and coupon book sales

Restaurant nights

School wide events

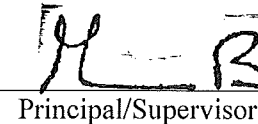
Car washes

SUBMITTED BY: _____


Signature

9/06/16
Date

APPROVED BY: _____


Principal/Supervisor

9/06/16
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): Darlene Mansouri _____

SCHOOL: District Offices
 Department (opt.): State & Federal Pgms/Title I
 DATE(S): February 22 - 25, 2017

ACTIVITY/EVENT: 2017 National Title I Conference
 LOCATION: Long Beach Convention Center, Long Beach, CA

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 1

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>\$ 589.00</u>		<u>100-17-100-2240-510-6360</u>
Transportation	<u>\$ 310.20</u>	Mode <u>Airplane</u>	<u>100-17-100-2240-510-6582</u>
Rental Car	_____		_____
Meals	<u>\$ 281.00</u>		<u>100-17-100-2240-510-6582</u>
Lodging	<u>\$1,175.00</u>		<u>100-17-100-2240-510-6582</u>
Substitutes	_____		_____
TOTAL	<u>\$2,355.20</u>		

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

Purpose of travel: To attend the 2017 National Title I Conference

Outcomes and academic benefits to students and staff: Learn current legal information regarding the Every Student Succeeds Act (ESSA) and its impact on State and Federal Programs.

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

Submitted by: Darlene Mansouri 8-22-16
 Signature Date

 Principal/Supervisor Date
Francis Tilsen
 Associate Superintendent/Supervisor Date 8/28/16