

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): Beth Malapanes _____

SCHOOL: CDO
Department (opt.): Library
DATE(S): 2/7/12-2/10/12

ACTIVITY/EVENT: TCEA Conference

LOCATION: Austin, Texas

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>195.00</u>	<u>525-00-100-3400-282-6360</u>
Transportation	<u>self pay</u> Mode _____	_____
Rental Car	_____	_____
Meals	<u>self pay</u>	_____
Lodging	<u>self pay</u>	_____
Substitutes	<u>150.00</u>	<u>530-00-100-3400-282-6113</u>
TOTAL	<u>345.00</u>	

(Note: Tax credit contributions are District funds and require a budget code.)

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

Purpose of travel: To attend the Texas Computer Education Association Conference

Outcomes and academic benefits to students and staff: To learn new educational technologies to share with students, staff, and parents at CDO, and to share with other Amphi tech people, and to share with all district library staff. Ms. Malapanes is only requesting reimbursement for registration and substitutes. The substitute is only needed to

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EMPLOYEE(S): Jean Scott Roseanne Lopez, Ed.D.

SCHOOL: District Offices

Department (opt.): MIS/Organizational Support

DATE(S): April 10-13, 2012

ACTIVITY/EVENT: Tyler SIS Users Conference

LOCATION: Gaylord Texan, Grapevine, TX

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>998.00</u>	<u>0010010025795526360</u>
Transportation	<u>800.00</u> Mode <u>Air</u>	<u>0010010025795526582</u>
Rental Car	_____	_____
Meals	<u>240.00</u>	<u>0010010025795526582</u>
Lodging	<u>875.00</u>	<u>0010010025795526582</u>
Substitutes	_____	_____
TOTAL	<u>2913.00</u>	

(Note: Tax credit contributions are District funds and require a budget code.)

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

Purpose of travel: Increase expertise in the use and training design for the student data management system.

Outcomes and academic benefits to students and staff: Increased efficiency and effectiveness of the student data management system.

AMPHITHEATER PUBLIC SCHOOLS
STAFF/STUDENT TRAVEL REQUEST

Attach supporting documentation as needed

ORIGINAL SUBMISSION

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COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL**

SCHOOL: Harelson

ESTIMATED NUMBER OF STUDENTS: 68

NAME OF SCHOOL GROUP/CLUB/ENTITY: Sixth Grade Students, Teachers, and Parents

STAFF ADVISOR(S)/CHAPERONES: Claudia Zimmer Susie Herman, Andy Heinemann, Shauna Thomas, Peggve Springetti, Sky Watson, Ivon Sanchez, Peggy Bonstrom, Michele Garcia, Kim Bock, Kim Immerman, Valerie and/or John Turner, Ina Opocensky

ABSENCE: # Days 2.5 Sub Required: Yes No # of School Days Missed 2.5

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 6th grade Science Trip

DESTINATION OF TRAVEL: San Diego, CA

DATES OF TRAVEL: February 20-22, 2012

ACADEMIC BENEFITS TO STUDENTS: The following standards will be covered on the trip:

Students will gain hands on knowledge about Oceanography including the following: Explain the composition, properties, and structures of the oceans' zones and layers, analyze the effects that bodies of water have on the climate of a region, and describe ways scientists explore the Earth's atmosphere and bodies of water .

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Project Exploration Charter Busses

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

Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

Lodging Included in registration _____
Substitutes _____
TOTAL Approximate Cost \$30,800.00

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


HOW ARE CHAPERONE EXPENSES PAID? Parents pay the same price as students.

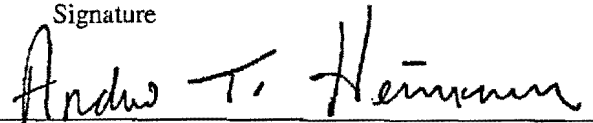
COST TO EACH STUDENT \$ \$400.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? We offer scholarships, partial or full, to families who need assistance.

FUNDING SOURCE(S): Pickle/Popcorn sales, Parent/Guardian, Tax Credits

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Pickle/Popcorn sales

SUBMITTED BY:  _____ 12/16/11
Signature Date

APPROVED BY:  _____ 12/16/11
Principal/Supervisor Date

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SCHOOL: CDO

ESTIMATED NUMBER OF STUDENTS: 2

NAME OF SCHOOL GROUP/CLUB/ENTITY: JROTC Rifle Team

STAFF ADVISOR(S)/CHAPERONES: 2 MAJ Robert De Witt & Mrs. Kelly Martin

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Army JROTC Air Rifle National Championships

DESTINATION OF TRAVEL: Anniston, Al

DATES OF TRAVEL: 8 - 12 Feb, 2012

ACADEMIC BENEFITS TO STUDENTS: Students earn scholarships to college

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Air

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>0</u>	<u>0</u>
Transportation	<u>0</u>	<u>0</u>

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

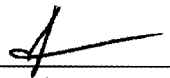
HOW ARE CHAPERONE EXPENSES PAID? JROTC fund-raisers

COST TO EACH STUDENT \$ 100

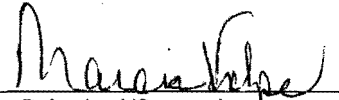
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Via support on fund raisers

FUNDING SOURCE(S): JROTC and U.S. Government

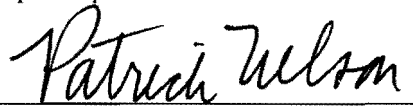
FUNDRAISING ACTIVITIES PLANNED (If applicable):
Cookie Dough and Renaissance Fair

SUBMITTED BY:  Robert Delmott
Signature

12-8-11
Date

APPROVED BY:  Marcia Helpe
Principal/Supervisor

12/9/11
Date

 Patricia Wilson
Associate Superintendent/Superintendent

12-16-11
Date

AMPHITHEATER PUBLIC SCHOOLS
STAFF/STUDENT TRAVEL REQUEST

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ORIGINAL SUBMISSION

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SCHOOL: CDO

ESTIMATED NUMBER OF STUDENTS: 61

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Concert and Jazz Bands

STAFF ADVISOR(S)/CHAPERONES: Darrell Prochaska/Dan Howdeshell, Tammy Sargent, Russ Granillo, John Flannery, Dale Flannery, Kim Immerman

ABSENCE: # Days 0 Sub Required: Yes No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Music Education and Performance

DESTINATION OF TRAVEL: Anaheim, Ca.

DATES OF TRAVEL: Wed., Feb 22 - Sat., Feb. 26, 2012

ACADEMIC BENEFITS TO STUDENTS: Opportunities for student performance and adjudication.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Mountain View Transportation

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>10,000</u>	<u>850/526-00-100-3400-282-6892</u>

WILL THE DISTRICT RECEIVE REIMBURSEMENT? N/A

IF SO, SOURCE & AMOUNTS: N/A

HOW ARE CHAPERONE EXPENSES PAID? Self

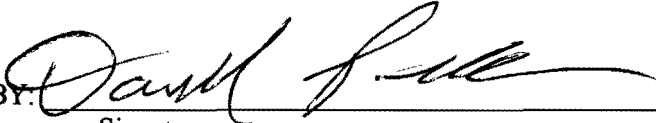
COST TO EACH STUDENT \$ 342.85


HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Fundraising Activities, Tax Credits, Donations


FUNDING SOURCE(S): See Above

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Car Washes, Private Business Donations, Free Will Concert Offerings, and Band Dance.

SUBMITTED BY:  12/19/2011
Signature Date

APPROVED BY:  12/19/2011
Principal/Supervisor Date

 12-27-11
Associate Superintendent/Superintendent Date

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ORIGINAL SUBMISSION

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SCHOOL: **CDO**

ESTIMATED NUMBER OF STUDENTS: **35**

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Canyon Players**

STAFF ADVISOR(S)/CHAPERONES: **Robert Cannon (male teacher), Julie Hendrick (female parent), Kelly Holt (female parent), Steve Glenn (male parent), Angus Maughn (male parent)**

ABSENCE: # Days **4** Sub Required: Yes No # of School Days Missed **0**

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **College and Career Tour**

DESTINATION OF TRAVEL: **Los Angeles, CA**

DATES OF TRAVEL: **March 19, 2012 - March 22, 2012**

ACADEMIC BENEFITS TO STUDENTS: **Acting/Directing/Playwriting students and Technical Theatre students view firsthand a professional television production and then take a backstage tour. Students will participate in improvisation workshops and then attend ComedySportz performances to view the application of improvisation. Students will tour Universal Studios which includes a VIP backstage tour geared specifically to them and then view a live performance at the Pantages Theatre. Finally, students will take two college tours highlighting the Theatre/Television & Film departments to see firsthand how colleges prepare them for work in the performing arts.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **Charter Bus -Mountain View Tours**

Are expenses paid from any of the following accounts? Auxiliary **No** Tax Credits **Yes** Club Funds **Yes**
Parent Organization **No**

Lodging	<u>3,511.20</u>	<u>850/526-00-100-3400-252-6892</u>
Substitutes	<u>0</u>	_____
TOTAL	<u>17,751.20</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Chaperone's registration is included in the enrollment of 10 or more students at each of the venues. Chaperone's hotel and transportation is included in the total cost.

COST TO EACH STUDENT \$ 300

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax Credit Account

FUNDING SOURCE(S): Club Funds, Tax Credits

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Improvisation Shows, Ticket Sales at performances, Polo Shirt Sales, Concessions at performances.

SUBMITTED BY: Robert Cannon
Signature

11/23/2011
Date

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SCHOOL: CDO

ESTIMATED NUMBER OF STUDENTS: 2

NAME OF SCHOOL GROUP/CLUB/ENTITY: JROTC Rifle Team

STAFF ADVISOR(S)/CHAPERONES: 2 MAJ Robert De Witt & Mrs. Vanessa Morales

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: Anniston, Al

DATES OF TRAVEL: 21 - 25 Mar, 2012

ACADEMIC BENEFITS TO STUDENTS: Students earn scholarships to college

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Air

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>0</u>	<u>0</u>
Transportation	<u>0</u>	<u>0</u>

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


HOW ARE CHAPERONE EXPENSES PAID? JROTC fund-raisers

COST TO EACH STUDENT \$ 100

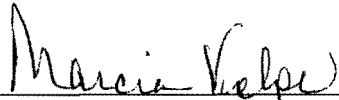
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Via support on fund raisers

FUNDING SOURCE(S): JROTC and U.S. Government

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Cookie Dough and Renaissance Fair

SUBMITTED BY:  Robert DeWitt
Signature

12-8-11
Date

APPROVED BY:  Marcia Vialpe
Principal/Supervisor

12/9/11
Date

 Patrick Nelson
Associate Superintendent/Supervisor

12-16-11
Date