TRAVEL REQUEST FORM (POLICY 546.00F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

#1 Sept 2018

	TITLE OF (DESTI	NATIO	N											
	TLC Co	ounselor CONFERENCE	CE			RI	BALTIM					IN-RADIUS STUDENT TRAVEL OVE			OUT-RAD	хх	
	Professiona	l Developme	nt			BOAR	D ST	AFF	TE	AM		# STUDENTS			# CHAPERON		
REQUESTS THAT ARE REQU				D REGULATIONS, OR	CONSIDERED II	MPERATIVE TO TH	IE OPERATIO	ON OF T	HE DIST	RICT ARE SUBJ			IDING SOUR				
APPROVAL. THE DEADLINE			E FIRST MO	NDAY EACH MONTH.			OUT	T OF RA	DIUS AN	D STUDENT RE	EQUESTS ARE	DISTRICT PD	-	SPECIAL ED ACTIV			
REVIEWED AT THE SEPTEM	BER BOARD MEETI	NG.										FEDERAL		SAFETY		VOCATION	
				MEALS			MILEAGE			Y/N				*			
NAMES OF ATTENDEES	DATE(S) OF TRAVEL	BREAKFAST \$10	LUNCH \$15	DINNER I STATE \$20 OUT- STATE \$30	N- DAILY TOTAI	DESTINATION CITY OR AIRPORT	MILES	TOTA .45 PER N		DISTRICT CAR AVAILABLE	PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
Tyson Christenson	1-Oct-18 2-Oct-18 3-Oct-18	\$ 10 \$ 10	\$ - \$ - 50 \$ 45 60 \$ 55 60 \$ 55	Salt Lake City	350	\$	158		\$ -	\$ 275		1750		\$ 348	\$ 313		
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ALL FORMS MUST	BE TYPED. IN	COMPLETE		REQUESTS WILL E		D FOR ADDITIO		ORM <i>A</i>	TION.	ON PERDIEN	M EXDENCE	SINCIERED			PERD	IEM REIM	BURSED
BUDGET CODE:		TILAD FOR OUT		GRAM DIRECTOR I		יועכט	I ON IN	ON FERDIEI	VI LAPENSE	5 INCORNED.	TOTAL	COST OF REQUES	ST	\$	2,686		
SIGNATURE(S) OF SUPE	RVISOR/ADMINI	STRATOR:	Ax	Mey	6												
SIGNATURE OF SUPERII	NTENDENT:	Xel	K	8-2	3-18									BOARD APPRO	OVAL DATE		

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.

BUDGET CODE: STUDENT ACTIVITIES-CHOIR PROGRAM DIRECTOR INITIAL: TOTAL COST OF REQUEST \$ 670

SIGNATURE(S) OF SUPERVISOR/ ADMINISTRATOR:

BOARD APPROVAL DATE

							DESTINA	NOITA					#35e		T	
		CONFERENCE					S alt Lak	e City PY	ilu		IN-RADIUS			oius	X	
		nal ID&R Forur F CONFERENC				REF	PORT TO: (CIRCLE ONE)		STU	DENT T	RAVEL OVERN				
	D. C	-l Davalanmar	nt.			BOARD				# STUDENT			# CHAPE			
EQUESTS THAT ARE REQU	Professiona	al Developmer	L RULES AND	REGULATIONS, OR O	CONSIDERED IN	PERATIVE TO THE	OPERATIO	N OF THE DISTI OF RADIUS AN	ICT ARE SUBJ	ECT TO	DISTRICT DD	FU	NDING SOURC	E (MARK U	ACTIVITIES	
PPROVAL. THE DEADLINE	FOR ALL TRIP REC	QUESTS ARE THE	E FIRST MONI	DAY EACH MONTH.			OUT	OF RADIUS AN	JSIUDENIK	EQUESTS AILE	FEDERAL	253	SAFETY		VOCATION	
EVIEWED AT THE SEPTEM	BER BOARD MEET	ING.				I 1	MILEAGE		Y/N							TOTAL STAFF
NAMES OF ATTENDEES	DATE(S) OF TRAVEL	BREAKFAST \$10	LUNCH \$15	STATE \$20 OUT-	N- DAILY TOTAL	DESTINATION CITY OR		TOTAL .45 PER MILE	DISTRICT CAR AVAILABLE	PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	REIMB
			-	STATE \$30	0 \$ 30	AIRPORT		PER WILL	AVAICABLE							
	8-Oct-1		1	5 \$ 3	0 \$ 55	1	250	\$ 158	No	\$ 50	\$ 100		\$ 175	\$ 550	\$ 450	\$ 353
Jamie Arteaga	10-Oct-:				0 \$ 55 \$ -		350	3 138		, ,						\$ 353
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•	INCOMPLETE TRAVEL REQUESTS WILL BE	OFFICE USE	ORMATION.				PERDIEM REIN	1BURSED
ALLIONNO	AHEAD FOR OUT OF	RADIUS TRAVEL. RECIEPTS REQU PROGRAM DIRECTOR INITIAL:	IRED FOR NON PERDI	EM EXPENSES INCURI SL	TOTAL COS	ST OF REQUEST	\$	1,678
BUDGET CODE: SIGNATURE(S) OF SUPERVISOR/ADN	PoruSigned by:		6/1/20	018 8:08:28 AM	PDT			
SIGNATURE OF SUPERINTENDENT:			6/1/20	018 10:16:38 A	M PDT	BOARD APPROVAL	DATE	

TRAVEL REQUEST FORM (POLICY 546.00F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

#4 Sept 2018

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ABPA WE	STERN REGIONA	AL BACKFLOY	W CONFER	ENCE			LAS VE	GAS,	NV			IN RADIUS	;		RADIUS		'	`		
	PURPOSE OF	CONFEREN	CE			REP	ORT TO:	(CIR	CLE ON	E)		STU	/N							
	ENANCE BROSE	CCIONAL DE	VELODB45	uT.		BOARD	ST	AFF	Т	EAM	# CTUDEN		# CHAPERONES							
	ENANCE PROFE				L CO CONC	2555 11 1050 17	VICTO TUE	ODE	0.171.011.0	ac Tile pietro	OT A DE	# STUDEN								
REQUESTS THAT ARE REC							VE TO THE	OPER	RATION	OUT OF			THE OWNER WHEN	NDING SOUI	RCE (MAR					
AND STUDENT REQUESTS					AT EACH INC	NIII.				OUTOF	RADIOS	DISTRICT PD	Х	SPECIAL ED		ACTIVITIES				
THE STODE IN THE GOLD IN										1 1//51	r	FEDERAL		SAFETY		VOCATION				
	DATE(S) OF	BREAKFAST	LUNCH	MEALS TDINNER	Ta		/ILEAGE			Y/N	PARKING	RENTAL CAR					TOTAL	CTAFE		
NAMES OF ATTENDEES		DAILY TOTAL	DESTINATION CITY OR	MILES	TOT/	AL	DISTRICT CAR	BAGGAGE	SHUTTLE	SUB	REGISTRATION	AIRFARE	LODGING		STAFF					
		\$10	\$15	IN-STATE \$20 OUT-STATE \$30	IOIAL	AIRPORT			MILE	AVAILABLE		TAXI		1			I KE	IVID		
	28-Oct-18	\$ 10	\$ 15		\$ 55			 												
DARREN BAKER	29-Oct-18				\$ 55	SLC	350	\$	158	NO	\$ 50	\$ 60	\$-	\$ 180	¢ 120	\$ 750	\$	378		
DANKEN DAKEN	30-Oct-18	-			\$ 55 \$ 55	I	330	١٦	136	l NO	3 30	3 00	١ ٠	\$ 160	2 T20	\$ 750	Ş	3/8		
	31-Oct-18	\$ 10	\$ 15	\$ 30	\$ 55			-												
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ALL FORMS MUST	F BE TYPED.															PE	RDIEN	N		
		REI	MBURSE	AHEAD FOR O	UT OF RAI	DIUS TRAVEL.	RECIEP	TS RI	EQUIRE	D FOR NO	N PERDIEI	M EXPENSES	INCURF	RED.						
BUDGET CODE:		MAINT	ENANCE		PROGR	AM DIRECTOR IN	NITIAL:		U	F		SS	TOTAL	COST OF REQUI	ST	\$	1	1,556		
SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR: DocuSigned by:													·····							
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TRAVEL REQUEST FORM (POLICY 546.00F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

						MI	NIDOK	A COL	JNTY JOINT SC	HOOL DISTI	RICT #3	31	(, , , , , , , , , , , , , , , , , , ,	,		#	5 Sep	+ 20	18	
	TITLE OF C	ONFEREN	CE							DEST	INATIO	N					CHECK			
	Empowe	r 19 (ASCD))							Chic	ago, IL				IN-RADIUS			OUT-RAI	DIUS	хх
	PURPOSE OF	CONFERE	NCE				REPORT TO: (CIRCLE ONE)									UDENT	TRAVEL OVE	RNIGHT Y	/N	
				BOA	RD ST	TAFF	TE	AM	# STUDENTS			# CHAPE	RONES							
REQUESTS THAT ARE REQU	IRED BY GRANT, GO	OVERNMEN	TAL R	RULES AND	REGUL	ATIONS, OR C	CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO								y force to the	FU	INDING SOU	RCE (MARK	ONE)	
APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH.										OU	T OF R	DIUS AN	ID STUDENT RI	QUESTS ARE	DISTRICT PD		SPECIAL ED		ACTIVITIES	
REVIEWED AT THE SEPTEM									FEDERAL		SAFETY		VOCATION							
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	DATE(S) OF		- 1.	-	MEAL	THE RESIDENCE OF THE PARTY OF T					-		-	PARKING	RENTAL CAR					TOTAL STAFF
NAMES OF ATTENDEES		BREAKFAST \$10		UNCH 15		ER IN- E \$20 OUT- E \$30	DAILY	TOTAL	DESTINATION CITY OR AIRPORT	MILES	.45 PER I		DISTRICT CAR AVAILABLE	BAGGAGE	SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	REIMB
	15-Mar-19		9	5 15	\$	30	\$	45	NAME AND ADDRESS OF TAXABLE PARTY.	1		-								
l 1	16-Mar-19		10 \$		\$	30	-	55		1	1									
	17-Mar-19		10 \$		\$	30	\$	55	1	250	1	150		¢ 140	l		\$ 575	¢ 525	6 1 222	¢ 200
Sanie Baker	18-Mar-19	\$	10 \$	5 15	\$	30	\$	55		350	\$	158		\$ 148			\$ 575	\$ 525	\$ 1,323	\$ 368
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	15-Mar-19		5		\$	30		45		1										
Heather Hepworth	16-Mar-19		10 \$		\$	30		55 55		1	\$	_		\$ 100			\$ 575	\$ 525	\$ 1,323	\$ 310
	17-Mar-19 18-Mar-19		10 \$		\$ \$	30 30		55												
	15-Mar-19	OCCUPATION AND DESCRIPTION AND	10 ,	-	\$	30		45	NAME AND ADDRESS OF THE OWNER, WHEN PERSONS AND ADDRESS O	_	+-		 				-		 	
	16-Mar-19		10 5		\$	30		55												
Ellen Austin	17-Mar-19		10 5		\$	30		55			\$	-		\$ 100			\$ 575	\$ 525	\$ 1,323	\$ 310
l 1	18-Mar-19		10 5		\$		\$	55												1
	15-Mar-19	***************************************	3	5 15	\$	30	\$	45												
	16-Mar-19	\$	10 \$	5 15	\$	30	\$	55			ے ا			¢ 100			\$ 575	¢ 525	¢ 1222	¢ 210
Angela Davidson	17-Mar-19		10 \$		\$		\$	55]		\$	-		\$ 100			\$ 5/5	\$ 525	\$ 1,323	\$ 310
	18-Mar-19	\$	10 \$	5 1	\$	30	_	55				×0.5.3.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2								
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	TITLE OF C	ONFERENC	E				DESTI	INATION					CHECK			
	MINICO (CHOIR TO	JR			SEA	TTLE, V	VASHINGT	ON		IN-RADIU	S		OUT-RA	ADIUS	х
	PURPOSE OF	CONFEREN	ICE			REP	ORT TO:	(CIRCLE ON	IE)	STUI	DENT TI	RAVEL OVER	NIGHT			
PROVIDE A MUSICA COLLABORATE T	HEIR MUSICAL	TALENTS W	TH OTHER	STUDENTS		BOARD			TEAM	# STUDENTS			# CHAP	ERONES	5	
REQUESTS THAT ARE RI ARE SUBJECT TO APPRO	EQUIRED BY GRA	NT, GOVERNI	MENTAL RU	LES AND REGULATI	ONS, OR CO	ONSIDERED IMPE	RATIVE TO	THE OPERAT	ION OF THE D			FUNI	DING SOURCE (MARK ONE)			
RADIUS AND STUDENT						EACH MONTH.				OUT OF	DISTRICT PD		SPECIAL ED		ACTIVITIES	Х
				MEALS		1	AII E A C		T 1//N	FEDERAL		SAFETY		VOCATION		
NAMES OF ATTENDEES	DATE(S) OF TRAVEL	BREAKFAST \$10		DINNER IN-STATE \$20	DAILY		MILEAGE DESTINATION MILES		Y/N DISTRICT CAR	PARKING BAGGAGE	RENTAL CAR SHUTTLE	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF
		,	720	OUT-STATE \$30	TOTAL	AIRPORT		.45 PER MILE	AVAILABLE	1	TAXI					REIMB
	MARCH 25-															
JEFF COLLIER	March 30, 2019				\$ -	SEATTLE, WA			N				\$ 625			
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	MARCH 25- March 30, 2019		-		\$ -	-		1								
CHAPERONES TBD	Widi (11 30, 2013												\$ 625		\$ -	
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SIGNATURE(S) OF SU		S, MADRIGA		ONOKAIPEK	_ PROG	RAM DIRECTOR IN	NITIAL:	-				-	COST OF REQU	ESI		
SISTATIONE(S) OF BO		MISTRATO	M	>												
SIGNATURE OF SUPE	RINTENDENT:	XIII	9.	-12-18									BOARD APPR	OVAL		