TITLE OF CONFERENCE	DESTINATION	CHECK ONE			
Leaving the Villlage	**Anahiem, CA**	IN-RADIUS		OUT-RADIUS	XX
PURPOSE OF CONFERENCE	REPORT TO: (CIRCLE ONE)	STUDENT TRAVEL OVERNIGHT Y/N			
	BOARD STAFF TEAM	# STUDENTS		# CHAPERONES	
		FUNDING SOURCE (MARK ONE)			
		Community Schools Grant			

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

		MEALS				MILEAGE									
NAMES OF ATTENDEES	DATE(S) OF TRAVEL	BREAKFAST $10	LUNCH $15	DINNER IN-STATE $20 OUT-STATE $30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL PER MILE .70	PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
	10-Dec-25			$ 30	$ 30										
	11-Dec-25		$ 15	$ 30	$ 45										
	12-Dec-25		$ 15	$ 30	$ 45										
Stutzman,	13-Dec-25		$ 15		$ 15	Salt Lake									
Danelle					$ -	City, UT	350	$ 245.00	$ 100	$ 100		$ 375	$ 160	$ 470.00	$ 580.00
	10-Dec-25			$ 30	$ 30										
	11-Dec-25		$ 15	$ 30	$ 45										
	12-Dec-25		$ 15	$ 30	$ 45										
	13-Dec-25		$ 15		$ 15										
Morgan, Alisha					$ -			$ - .00	$ 100			$ 375	$ 160	$ 470.00	$ 235.00
	10-Dec-25			$ 30	$ 30										
	11-Dec-25		$ 15	$ 30	$ 45										
	12-Dec-25		$ 15	$ 30	$ 45										
	13-Dec-25		$ 15		$ 15										
Burton, Cami					$ -			$ - .00	$ 100			$ 375	$ 160	$ 470.00	$ 235.00
					$ -										
					$ -										
					$ -										
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					$ -			$ - .00							$ - .00
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					$ -			$ - .00							$ - .00
					$ 405			$ 245.00	$ 300	$ 100	$ -	$ 1,125	$ 480	$ 1,410.00	

ALL FORMS MUST BE TYPED. INCOMPLETE TRAVEL REQUESTS WILL BE RETURNED FOR ADDITIONAL INFORMATION.

BUDGET CODE: PROGRAM DIRECTOR INITIAL: TOTAL COST OF REQUEST **$4,065.00**

SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR:

SIGNATURE OF SUPERINTENDENT: BOARD APPROVAL DATE

TITLE OF CONFERENCE	DESTINATION	CHECK ONE			
2026 WBEA Confernece	**Tucson, Arizona**	IN-RADIUS		OUT-RADIUS	XX
PURPOSE OF CONFERENCE	REPORT TO: (CIRCLE ONE)	STUDENT TRAVEL OVERNIGHT Y/N			
	BOARD STAFF TEAM	# STUDENTS		# CHAPERONES	
		FUNDING SOURCE (MARK ONE)			
		CTE Funds			

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

		MEALS				MILEAGE									
NAMES OF ATTENDEES	DATE(S) OF TRAVEL	BREAKFAST $10	LUNCH $15	DINNER IN-STATE $20 OUT-STATE $30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .70 PER MILE	PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
	11-Feb-26			$ 30	$ 30										
	12-Feb-26	$ 10	$ 15	$ 30	$ 55										
	13-Feb-26	$ 10	$ 15		$ 25										
	14-Feb-26	$ 10		$ 30	$ 40										
	15-Feb-26	$ 10	$ 15		$ 25										
Pelayo, Sarah	16-Feb-26	$ 10	$ 15		$ 25	Boise	330	$ 231.00	$ 100	$ 100		$ 475	$ 500	$ 1,150.00	$ 631.00
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					$ -			$ - .00							$ - .00
					$ 200			$ 231.00	$ 100	$ 100	$ -	$ 475	$ 500	$ 1,150.00	

ALL FORMS MUST BE TYPED. INCOMPLETE TRAVEL REQUESTS WILL BE RETURNED FOR ADDITIONAL INFORMATION.

BUDGET CODE:

PROGRAM DIRECTOR INITIAL:

TOTAL COST OF REQUEST **$2,756.00**

SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR:

BOARD APPROVAL DATE

SIGNATURE OF SUPERINTENDENT:

ok per Maggie 10/13/25