

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: **14-18**

NAME OF SCHOOL GROUP/CLUB/ENTITY: **IRHS wrestling team**

STAFF ADVISOR(S)/CHAPERONES: **Tim Berrier, Paul Vasquez**

ABSENCE: # Days 2 Sub Required: Yes No # of School Days Missed 0 (leaving after school)

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Rumble at the Lake Invitational**

DESTINATION OF TRAVEL: **Lakeside HS, Lake Elsinore, CA**

DATES OF TRAVEL: **December 5-6, 2014**

ACADEMIC BENEFITS TO STUDENTS: **We currently have 8 former wrestlers who are attending college with financial aid from wrestling. Competing in these types of tournaments exposes our current wrestlers to college coaches, which we hope will help them get into and pay for college.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **rental vans**

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>\$400</u>	<u>526/850-00-100-1001-280-6892</u>
Transportation	<u>\$900</u>	<u>526/850-00-100-1001-280-6519</u>
Meals	_____	_____
Lodging	<u>\$400</u>	<u>526/850-00-100-1001-280-6892</u>
Substitutes	_____	_____

TOTAL \$1,700

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

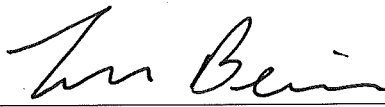
HOW ARE CHAPERONE EXPENSES PAID? included in the students' costs, except for food, which is self paid.

COST TO EACH STUDENT \$ \$50-75

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? The trip is paid for from our club money and any student that can't afford the food expense can be helped out by the parent booster club.

FUNDING SOURCE(S): Tax Credit, club funds, booster club


FUNDRAISING ACTIVITIES PLANNED (If applicable):
pending approval - dinners, silent auction, car washes

SUBMITTED BY: 
Signature

8/18/14
Date

APPROVED BY: 
Principal/Supervisor

8/22/14
Date


Associate Superintendent/Supervisor

9/16/14
Date

AMPHITHEATER PUBLIC SCHOOLS
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SCHOOL: Coronado K-8

ESTIMATED NUMBER OF STUDENTS: 70

NAME OF SCHOOL GROUP/CLUB/ENTITY: 8th grade /Science Department

STAFF ADVISOR(S)/CHAPERONES: Jeremy Hayes (coordinator) plus 6 Chaperones: Lauren Marlatt, Gerad Ball, Glenda Arffa, Kay Lewis, Michael Pastor, Robert Retherford

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 8th grade trip to Catalina Island Marine Institute.

DESTINATION OF TRAVEL: Toyon Bay on Catalina Island, California

DATES OF TRAVEL: February 5, 2015 through February 8, 2015

ACADEMIC BENEFITS TO STUDENTS: The students selected to attend will be participating in an academic experience that allows them to be introduced to oceanography, biology, ecology, classification and other related sciences. Upon their return, student groups will compete in a marine biology challenge to assess who gained the most from the activities on the trip.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other BeeLine chartered bus

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

Parent Organization X

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$19,250 total</u>	<u>525/526-00-100-1001-115-6892</u>
Transportation	<u>\$6950 total</u>	<u>525/526-00-100-1001-115-6519</u>
Meals	<u>Included</u>	_____
Lodging	<u>Included</u>	_____

Substitutes \$756

525/526-00-100-1001-115-6113

TOTAL \$26956.00 total

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

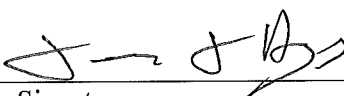
HOW ARE CHAPERONE EXPENSES PAID? They are paid with the student payments

COST TO EACH STUDENT \$ \$375


HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Fundraising opportunities are being set up as well as work with the PTO for scholarships. We asked interested students to tell us how much they can afford and have a fundraising goal established so that all students who are eligible can attend.

FUNDING SOURCE(S): Parents/guardians will be responsible for the payments. Other funding sources will be tax credits, scholarships, and fundraising.


FUNDRAISING ACTIVITIES PLANNED (If applicable):
Snack bar at home games, PTO assistance.

SUBMITTED BY: 
Signature

8-29-14
Date

APPROVED BY: 
Principal/Supervisor

8-29-14
Date


Associate Superintendent/Supervisor

9/14/14
Date

AMPHITHEATER PUBLIC SCHOOLS
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ORIGINAL SUBMISSION

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SCHOOL: IRHS

ESTIMATED NUMBER OF STUDENTS: 31

NAME OF SCHOOL GROUP/CLUB/ENTITY: Student Government

STAFF ADVISOR(S)/CHAPERONES: Samantha Burgin, Alex Thomas, Dawn Theodore, Sharon Singer

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Student Government Retreat

DESTINATION OF TRAVEL: Carlsbad, CA

DATES OF TRAVEL: March 14-17, 2015

ACADEMIC BENEFITS TO STUDENTS: To reflect on the year so far and plan for the rest of this school year. It is a great bonding trip and newly elected members get the chance to interact and see how business is run. Preliminary plans for the next school year will be done as well.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: 9/3/14

Other _____

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>N/A</u>	<u>N/A</u>
Transportation	<u>\$2,000.00</u>	<u>530-00-100-3400-280-6515</u>
Meals	<u>\$1,000.00</u>	<u>850-00-100-1001-280-6892</u>
Lodging	<u>\$8,502.63</u>	<u>850-00-100-1001-280-6892</u>
Substitutes	<u>N/A</u>	<u>N/A</u>

TOTAL

\$11,502.63

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no

IF SO, SOURCE & AMOUNTS: n/a

HOW ARE CHAPERONE EXPENSES PAID? By Student Government

COST TO EACH STUDENT \$ 0.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? The club is paying for the entire trip. There is no cost to the students.

FUNDING SOURCE(S): Club funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):

StuGo does a lot of fundraisers throughout the year such as dances, t-shirt sales, etc that contribute to the ability to attend a retreat.

SUBMITTED BY:

Samantha J. Kuyper
Signature

9/5/14
Date

APPROVED BY:

Natalie A. Burnett
Principal/Supervisor

9/10/14
Date

Traci DeLo
Associate Superintendent/Superintendent

9/16/14
Date

AMPHITHEATER PUBLIC SCHOOLS
STAFF/STUDENT TRAVEL REQUEST

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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: 20

NAME OF SCHOOL GROUP/CLUB/ENTITY: **IRHS History Club**

STAFF ADVISOR(S)/CHAPERONES: **Lori Gipson / Sharon Singer**

ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Close Up High School Event in DC**

DESTINATION OF TRAVEL: **Washington, DC**

DATES OF TRAVEL: **3/15-20/2015**

ACADEMIC BENEFITS TO STUDENTS: **Students will learn valuable lessons that complement history and government classes; that will educate and inspire students; are aligned with common core and social studies standards; and will have a scavenger competition of the monuments.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **Airlines**

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$8,000.00</u>	<u>526/850-00-100-1001-280-6892</u>
Transportation	<u>\$12,860.00</u>	<u>526/850-00-100-1001-280-6519</u>
Meals	_____	_____
Lodging	<u>\$20,880.00</u>	<u>526/850-00-100-1001-280-6892</u>
Substitutes	_____	_____

TOTAL \$41,740.00

WILL THE DISTRICT RECEIVE REIMBURSEMENT? not funded by the district
IF SO, SOURCE & AMOUNTS: _____


HOW ARE CHAPERONE EXPENSES PAID? for every 10 students one chaperone is free

COST TO EACH STUDENT \$ 2087.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? tax credit; fundraising-selling snacks at football games, softball and baseball games, etc; and donations.

FUNDING SOURCE(S): see above

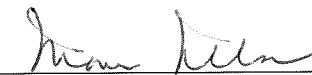
FUNDRAISING ACTIVITIES PLANNED (If applicable):
see above

SUBMITTED BY: 
Signature

9/2/14
Date

APPROVED BY: 
Principal/Supervisor

9/10/14
Date


Associate Superintendent/Superintendent

9/14/14
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): Cymry DeBoucher _____

SCHOOL: CDO
 Department (opt.): _____
 DATE(S): Oct 5-8, 2014

ACTIVITY/EVENT: IB Category 2 Workshop - Visual Arts

LOCATION: Atlanta, GA

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 3

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>920.00</u>	<u>140-15-100-2210-510-6360</u>
Transportation	<u>700.00</u> Mode <u>airline</u>	<u>140-15-100-2210-510-6582</u>
Rental Car	<u>100.00 shuttle</u>	<u>140-15-100-2210-510-6582</u>
Meals	<u>150.00</u>	<u>140-15-100-2210-510-6582</u>
Lodging	<u>600.00</u>	<u>140-15-100-2210-510-6582</u>
Substitutes	<u>300.00</u>	<u>140-15-100-2210-510-6113</u>
TOTAL	<u>2770.00</u>	

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

Purpose of travel: Training in Visual Arts in order to teach the IB Visual Arts at CDO and meet the International Baccalaureate Programme requirements.

Outcomes and academic benefits to students and staff: Academic subject depth and preparedness for rigorous broad and balanced, yet academically demanding programme of study with the development of critical-thinking and reflective skills for student achievement.

Submitted by: Cymry DeBoucher _____ 9/12/14
 Signature Date
Patricia Harris _____ 9/12/14
 Principal/Supervisor Date
_____ _____ 9/14/14
 Associate Superintendent/Supervisor 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): Lacy Mendoza _____

SCHOOL: CDO
 Department (opt.): _____
 DATE(S): Nov 14-17, 2014

ACTIVITY/EVENT: IB Category 2 Workshop - Visual Arts

LOCATION: Portland, Oregon

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 2

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>729.00</u>	<u>140-15-100-2210-510-6360</u>
Transportation	<u>450.00</u> Mode <u>airline</u>	<u>140-15-100-2210-510-6582</u>
Rental Car	<u>100.00 shuttle</u>	<u>140-15-100-2210-510-6582</u>
Meals	<u>123.00</u>	<u>140-15-100-2210-510-6582</u>
Lodging	<u>500.00</u>	<u>140-15-100-2210-510-6582</u>
Substitutes	<u>200.00</u>	<u>140-15-100-2210-510-6113</u>
TOTAL	<u>2102.00</u>	

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

Purpose of travel: Training in Visual Arts in order to teach the IB Visual Arts at CDO and meet the International Baccalaureate Programme requirements.

Outcomes and academic benefits to students and staff: Academic subject depth and preparedness for rigorous broad and balanced, yet academically demanding programme of study with the development of critical-thinking and reflective skills for student achievement.

Submitted by: Lacy Mendoza _____ 9/12/14
 Signature Date
Patricia Harris _____ 9/12/14
 Principal/Supervisor Date
Moni Jelen _____ 9/16/14
 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): Joseph Paddock

SCHOOL: District Offices
Department (opt.): Interscholastics
DATE(S): December 12-16, 2014

ACTIVITY/EVENT: NIAAA National Athletic Director's Conference

LOCATION: National Harbor, Maryland

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$410.00</u>	<u>001.00.620.2579.512.6360</u>
Transportation	<u>\$650.00</u> Mode <u>Air/Shuttle</u>	<u>001.00.620.2325.512.6582</u>
Rental Car	_____	_____
Meals	<u>\$283.00</u>	<u>001.00.620.2325.512.6582</u>
Lodging	<u>\$900.00</u>	<u>001.00.620.2325.512.6582</u>
Substitutes	_____	_____
TOTAL	<u>\$2243.00</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 NFHS/NIAAA National Athletic Director's Conference

Outcomes and academic benefits to students and staff: Completion of coursework and workshops in safety, budget and other areas of athletics.

Submitted by: Joseph Paddock 9-11-14
Signature Date

Principal/Supervisor Date

Monica Hill 9/14/14
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): Michael Bejarano, Natalie Burnett . SCHOOL: District Offices
Tassi Call, Andy Heinemann, and _____ Department (opt.): School Operations
Gerad Ball _____ DATE(S): 2/18/15 to 2/21/15

ACTIVITY/EVENT: National Association of Secondary School Principals Annual Conference

LOCATION: San Diego, California

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 2

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$3120.00</u>	<u>140-15-100-2210-515-6360</u>
Transportation	<u>\$2000.00</u> Mode <u>Air</u>	<u>140-15-100-2210-515-6582</u>
Rental Car	_____	_____
Meals	<u>\$900.00</u>	<u>140-15-100-2210-515-6582</u>
Lodging	<u>\$2218.68</u>	<u>140-15-100-2210-515-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$8238.68</u>	

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

Purpose of travel: To participate in the NASSP Annual Conference

Outcomes and academic benefits to students and staff: The NASSP Conference will provide a professional development experience for our high school and middle school level administrators, and will offer them opportunities to hear about research-based best practices that are proven to improve student achievement.

Submitted by: _____
Signature Michael Bejarano _____ Date

Principal/Supervisor Date

John DeLa
Associate Superintendent/Superintendent 9/14/14
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): Kevin Duong _____

SCHOOL: CDO
 Department (opt.): _____
 DATE(S): January 30-31, 2015

ACTIVITY/EVENT: AP Workshop - Physics C

LOCATION: San Mateo, CA

ABSENCE: # Days 2 Sub Required: Yes No # of School Days Missed 1



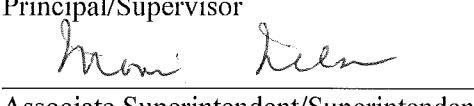
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)	
Registration	<u>185.00</u>		<u>140-15-100-2210-510-6360</u>
Transportation	<u>500.00</u>	Mode <u>airline</u>	<u>140-15-100-2210-510-6582</u>
Rental Car	<u>100.00 - shuttle</u>		<u>140-15-100-2210-510-6582</u>
Meals	<u>106.00</u>		<u>140-15-100-2210-510-6582</u>
Lodging	<u>300.00</u>		<u>140-15-100-2210-510-6582</u>
Substitutes	<u>100.00</u>		<u>140-15-100-2210-510-6113</u>
TOTAL	<u>1291.00</u>		

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

Purpose of travel: Teacher will attend the AP Conference to be trained to teach AP Physics.

Outcomes and academic benefits to students and staff: Teacher needs AP training to teach AP Physics

Submitted by:  09/09/14
 Signature Date
 9/9/14
 Principal/Supervisor Date
 9/16/14
 Associate Superintendent/Supervisor Date

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THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Phil Tilicki Laura Tanem
Carrie Bellemly _____

SCHOOL: AMS
Department (opt.): _____
DATE(S): October 19-22, 2014

ACTIVITY/EVENT: No Excuses University National Convention

LOCATION: Las Vegas, NV

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 3

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)


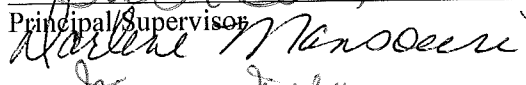

	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$1485.00</u>	100-15-100-2210-166-6360
Transportation	<u>\$1200.00</u> Mode <u>Air</u>	<u>100-15-100-2210-166-6582</u>
Rental Car	<u>N/A</u>	<u>N/A</u>
Meals	<u>\$429.00</u>	<u>100-15-100-2210-166-6582</u>
Lodging	<u>\$960.00</u>	<u>100-15-100-2210-166-6582</u>
Substitutes	<u>\$600.00</u>	<u>100-15-100-1001-166-6113</u>
TOTAL	<u>\$4674.00</u>	

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

Purpose of travel: No Excuses University Convention will demonstrate strategies to principals and teachers to increase academic success for students. It specifically targets students who have historically struggled to achieve academic proficiency.

Outcomes and academic benefits to students and staff: Students will learn how to work hard and achieve academic proficiency and to attend college.

Submitted by:

Signature	Date
	<u>9/19/14</u>
Principal/Supervisor	Date
	<u>9-10-14</u>
Associate Superintendent/Superintendent	Date
	<u>9/18/14</u>

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): Patti Greenleaf _____

SCHOOL: District Offices
Department (opt.): Career & Tech Ed
DATE(S): 10/11/14-10/14/14

ACTIVITY/EVENT: National Career Pathways Network Conference

LOCATION: Orlando, FL

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 2

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$685</u>		<u>Pima Santa Cruz POS Consortia will pay</u>
Transportation	<u>\$850</u>	Mode <u>airplane</u>	<u>Pima Santa Cruz POS Consortia will pay</u>
Rental Car	_____		_____
Meals	<u>\$176</u>		<u>Pima Santa Cruz POS Consortia will pay</u>
Lodging	<u>\$520</u>		<u>Pima Santa Cruz POS Consortia will pay</u>
Substitutes	_____		_____
TOTAL	<u>\$2231</u>		

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

Purpose of travel: To attend the National Career Pathways Network Conference to gain best practices in the area of career pathways and program of study.

Outcomes and academic benefits to students and staff: I will be able to share information with staff and work to develop career pathways for students.

Submitted by: Patti Greenleaf _____ 9/12/14
Signature Date
Wendy Ego _____ 9/12/14
Principal/Supervisor Date
Man Delm _____ 9/14/14
Associate Superintendent/Supervisor 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): Leah Evans Stileda Rose

SCHOOL: AHS/IRHS
 Department (opt.): Career & Tech Ed
 DATE(S): 10/11/14-10/14/14

ACTIVITY/EVENT: National Career Pathways Network Conference

LOCATION: Orlando, FL

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

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>\$1610</u>		<u>260-15-270-2210-280/281-6360</u>
Transportation	<u>\$1750</u>	Mode <u>Airplane</u>	<u>260-15-270-2210-280/281-6582</u>
Rental Car	_____		_____
Meals	<u>\$352</u>		<u>260-15-270-2210-280/281-6582</u>
Lodging	<u>\$520</u>		<u>260-15-270-2210-280/281-6582</u>
Substitutes	_____		_____
TOTAL	<u>\$4232</u>		

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

Purpose of travel: To attend the National Career Pathways Network Conference to gain best practices in the areas of career pathways and program of study.

Outcomes and academic benefits to students and staff: The counselors will be able to apply the knowledge gained at the conference when they are working with students, staff, and parents.

Submitted by: _____ Date _____
 Signature _____ Date 9/12/14
 Principal/Supervisor _____ Date _____
 _____ Date 9/14/14
 Associate Superintendent/Supervisor _____ 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): Cathy Eiting Todd Jaeger SCHOOL: District Offices
Linda Haller _____ Department (opt.): _____
 _____ DATE(S): 4/25 - 4/29/15

ACTIVITY/EVENT: LRP National Institute 36th Annual Conference
 LOCATION: Denver, CO

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$3995.00</u>		<u>001-00-200-2579-540-6360</u>
Transportation	<u>\$1805.00</u>	Mode <u>air/taxi/prkg</u>	<u>001-00-200-2579-540-6582</u>
Rental Car	_____		_____
Meals	<u>\$528.00</u>		<u>001-00-200-2579-540-6582</u>
Lodging	<u>\$3100.00</u>		<u>001-00-200-2579-540-6582</u>
Substitutes	_____		_____
TOTAL	<u>\$9428.00</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: Obtain updates on legal issues and subsequent best practices in providing special education services.

Outcomes and academic benefits to students and staff: Information obtained will be shared with staff throughout the year

Submitted by: _____ Cathy Eiting _____ 9-5-14
 Signature Date

 Principal/Supervisor Date
 _____ Mark Klein _____ 8/16/14
 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): Patrick Nelson

SCHOOL: District Offices
 Department (opt.): Superintendent
 DATE(S): February 25-28, 2015

ACTIVITY/EVENT: 2015 American Association of School Administrators (AASA) National Conference on Education

LOCATION: San Diego, California

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 3

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>775.00</u>	<u>140.15.100.2210.501.6360</u>
Transportation	<u>240.00</u> Mode <u>Air</u>	<u>140.15.100.2210.501.6582</u>
Rental Car	<u>200.00</u>	<u>140.15.100.2210.501.6582</u>
Meals	<u>295.00</u>	<u>140.15.100.2210.501.6582</u>
Lodging	<u>840.68</u>	<u>140.15.100.2210.501.6582</u>
Substitutes	_____	_____
TOTAL	<u>2350.68</u>	

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

Purpose of travel: To attend the 2015 AASA National Conference on Education. To meet and network with other superintendents and address some of the most critical topics facing public school educators.

Outcomes and academic benefits to students and staff: _____

Submitted by: Patrick Nelson 9-12-14
 Signature Date

 Principal/Supervisor Date
Marie Nelson 9/12/14
 Associate Superintendent/Superintendent Date