

**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: AHS

ESTIMATED NUMBER OF STUDENTS: 14

NAME OF SCHOOL GROUP/CLUB/ENTITY: AHS Wrestling

STAFF ADVISOR(S)/CHAPERONES: Sam Portillo, Matt Uden, Ed Romic

ABSENCE: # Days 2 Sub Required: ☐ Yes ☒ No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 14<sup>th</sup> Annual Silver High Wrestling Tournament

DESTINATION OF TRAVEL: Silver City, NM

DATES OF TRAVEL: 1/2/15-1/3/15

ACADEMIC BENEFITS TO STUDENTS: Students have to maintain eligibility to compete in tournament.

PROPOSED METHOD OF TRANSPORTATION:

☒ District-owned vehicles

Transportation approval: \_\_\_\_\_

☐ Other \_\_\_\_\_

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>300</u>	<u>526-00-100-1001-281-6892</u>
Transportation	<u>500</u>	<u>526-00-100-1001-281-6515</u>
Meals	<u>800</u>	<u>526-00-100-1001-281-6892</u>
Lodging	<u>900</u>	<u>850-00-100-1001-281-6892</u>
Substitutes	<u>0</u>	<u>n/a</u>
TOTAL	<u>2500</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no  
IF SO, SOURCE & AMOUNTS: n/a

HOW ARE CHAPERONE EXPENSES PAID? Club Funds

COST TO EACH STUDENT \$ 0

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Club and tax credit funds pay all expenses

FUNDING SOURCE(S): Club and Tax credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
n/a

SUBMITTED BY:

Matt Volz  
Signature

10/27/14  
Date

APPROVED BY:

Lamin Sub  
Principal/Supervisor

10/28/14  
Date

Patrick Nelson  
Associate Superintendent/Superintendent

\_\_\_\_\_  
Date

**AMPHITHEATER PUBLIC SCHOOLS  
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COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL**

SCHOOL: Harelson

ESTIMATED NUMBER OF STUDENTS: 60

NAME OF SCHOOL GROUP/CLUB/ENTITY: Harelson 6<sup>th</sup> Grade

STAFF ADVISOR(S)/CHAPERONES: Claudia Zimmer, Kristen Buckwalter, Diana Walker, Jennifer Schofield, Suzy Azersky, Jeff Azersky, Kynta Eagle, Carrie Munyon, Diana Phillips, Bryan Olson, Adam DeDeppo, Crystal DuPont, Sonya Gauna, Laura Atkinson, Vinnie De Cruz, Elizabeth Hurley, Kenny Garcia, Sarah Hom, Keith Hudson, Rob Hom

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 6<sup>th</sup> grade San Diego Science Trip

DESTINATION OF TRAVEL: San Diego, CA

DATES OF TRAVEL: February 23-25, 2015

ACADEMIC BENEFITS TO STUDENTS: The students will gain hands on knowledge about oceanography including the following: Explain the composition, properties, and structures of the ocean's 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. Students will learn about the ocean biome and participate in the scientific classification of sea life, as well as, participate in a dissection of fish. The students will complete a Daily Journal and will compete to solve Oceanography Puzzles throughout the trip.

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: \_\_\_\_\_

☒ Other Chartered Busses through Project Exploration

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>\$25, 500</u>	<u>525/526-00-100-1001-107-6892</u>
Transportation	<u>included</u>	<u>525/526-00-100-1001-107-6519</u>

Meals	<u>included</u>	_____
Lodging	<u>included</u>	_____
Substitutes	<u>N/A</u>	_____
TOTAL	<u>\$25,500</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Chaperones are responsible for their own fees and pay the same price as students

COST TO EACH STUDENT \$ 425.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Partial fee waivers will be made available through extra Tax Credit designations towards this trip.

FUNDING SOURCE(S): Parents of students, Tax Credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
none

SUBMITTED BY: \_\_\_\_\_

Signature

Date

APPROVED BY: \_\_\_\_\_

Principal/Supervisor

Date

**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: AHS

ESTIMATED NUMBER OF STUDENTS: 80

NAME OF SCHOOL GROUP/CLUB/ENTITY: Amphi Orchestra, Band, Choir

STAFF ADVISOR(S)/CHAPERONES: Russ Granillo, Sonya Yount, Jessi Erickson, Shenay Hairston, Erna GoldKuhl, Sara Key, Pati Giffney, Christine Farley, Brenda Keagle

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: California Music trip

DESTINATION OF TRAVEL: Hampton Inn, 25259 Old Road, Santa Clarita, CA

DATES OF TRAVEL: Friday, March 13 through Sunday, March 15, 2015

ACADEMIC BENEFITS TO STUDENTS: Students will receive critiques on musicianship and technique during a workshop with college level directors. Students will compete for awards given based on various areas of musicianship. They will get to experience performing in a large venue and they will also see a professional performance.

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: \_\_\_\_\_

☒ Other \_\_\_\_\_

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>\$7,155.00</u>	<u>850/526/525-00-100-1001-281-6892</u>
Transportation	<u>\$5830.00</u>	<u>850/526/525-00-100-1001-281-6519</u>
Meals	<u>\$2,650.00</u>	<u>850/526/525-00-100-1001-281-6892</u>
Lodging	<u>\$5,035.00</u>	<u>850/526/525-00-100-1001-281-6892</u>

Substitutes \$300.00

850/526/525-00-100-1001-281-6113

TOTAL \$20,970.00

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No

IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

HOW ARE CHAPERONE EXPENSES PAID? Chaperones will pay their own expenses


COST TO EACH STUDENT \$ \$390.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Several opportunities for fundraising are made available to all participating students. Partial scholarships are made available to students based on need and resources.

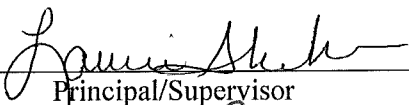
FUNDING SOURCE(S): Club, Parent Organization, Tax Credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Restaurant nights, Slaughter house work, Music Festival, Car Washes, U of A concession stand work.

SUBMITTED BY:   
\_\_\_\_\_  
Signature

10-22-14  
Date

APPROVED BY:   
\_\_\_\_\_  
Principal/Supervisor

10/22/14  
Date

  
\_\_\_\_\_  
Associate Superintendent/Supintendent

\_\_\_\_\_  
Date

**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: **CDO**

ESTIMATED NUMBER OF STUDENTS: 45

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Orchestra Club**

STAFF ADVISOR(S)/CHAPERONES: **Toru Tagawa, Francisco Garcia, Norma Gonzalez, Marcie Young, Tina Cioca**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Orchestra Performance Activity/ Heritage Music Festival/  
Compete in the Heritage Music Festival**

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

DATES OF TRAVEL: **March 19 - March 22, 2015**

ACADEMIC BENEFITS TO STUDENTS: **Provide opportunity for orchestra students to perform  
and receive assessment from nationally-known clinicians, participate in skill-building  
workshops and clinics and build teamwork among students by competing against other teams.**

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: \_\_\_\_\_

☒ Other **Mountain View Tour Bus**

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	<b><u>10000</u></b>	<b><u>526/850-00-100-3400-282-6892</u></b>
Transportation	<b><u>4000</u></b>	<b><u>526/850-00-100-3400-282-6519</u></b>
Meals	<b><u>1500</u></b>	<b><u>526/850-00-100-3400-282-6892</u></b>
Lodging	<b><u>6000</u></b>	<b><u>526/850-00-100-3400-282-6892</u></b>

Substitutes 0 \_\_\_\_\_  
TOTAL 21500

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




HOW ARE CHAPERONE EXPENSES PAID? Chaperones are responsible for the transportation, meals and lodging fee. They will not be paying for the registration fee.

COST TO EACH STUDENT \$ 400

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? We will use Tax Credit fund and Orchestra Club fund.

FUNDING SOURCE(S): Orchestra Tax Credit fund and Orchestra Club fund.

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
Snack and drink sale after orchestra concerts.

SUBMITTED BY:  10/22/14  
Signature Date  
APPROVED BY:  10/23/14  
Principal/Supervisor Date  
 \_\_\_\_\_  
Associate Superintendent/Superintendent Date



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SCHOOL: **IRHS**

ESTIMATED NUMBER OF STUDENTS: 10

NAME OF SCHOOL GROUP/CLUB/ENTITY: **IRHS SMART Team**

STAFF ADVISOR(S)/CHAPERONES: **Liane Futch (coach), Bob Futch (chaperone)**

ABSENCE: # Days 5 Sub Required: ☒ Yes ☐ No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Participation in the National SMART Team Meeting  
Students Poster Competition and other national SMART Team Events at the ASBMB (American  
Society for Biochemistry and Molecular Biology) Conference at the EB (Experimental Biology)  
Convention**

DESTINATION OF TRAVEL: **Boston, MA**

DATES OF TRAVEL: **March 25-29, 2015**

ACADEMIC BENEFITS TO STUDENTS: **What do you get when you combine enthusiastic  
high school teachers and their students, scientists excited about their research, and Rapid  
3D Prototyping technology? SMART (Students Modeling A Research Topic) Teams! In this  
multi-faceted program, students develop teamwork as they delve into the molecular world,  
explore science as a process and not just a collection of facts, and work closely with a  
researcher to understand and model the structure-function relationship of a protein the  
researcher studies. After designing and building a model of the protein using Rapid Prototyping  
technology, SMART teams create an oral presentation explaining their work to a lay audience  
and a poster which is presented to a scientific audience. Students will only miss 2 days of  
school - leaving Wednesday right after school and returning late on Sunday.**

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: \_\_\_\_\_

☒ Other **Air travel**

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>0</u>	
Transportation	<u>\$6,120.00</u>	<u>526/850-00-100-1001-280-6519</u>

Meals	<u>\$2,880.00</u>	<u>self paid</u>
Lodging	<u>\$4,800.00</u>	<u>526/850-00-100-1001-280-6892</u>
Substitutes	<u>\$200.00</u>	<u>530-00-100-3400-280-6113</u>
<b>TOTAL</b>	<b><u>\$14,000.00</u></b>	

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

HOW ARE CHAPERONE EXPENSES PAID? Registration for all students and chaperones is paid for by the Center for Biomolecular Modeling at the Milwaukee School of Engineering. Chaperone expenses will be lodging, food, and transportation. All of us, students, advisor and chaperone, will pay for our own meals. The models for the team competition will be paid for out of club funds. In Boston, public transportation will be used.

COST TO EACH STUDENT \$ 1210

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Snow cone sales at football games and will be soliciting donations from community businesses to be able to offer scholarships.

FUNDING SOURCE(S): Snow cone sales and donations from community businesses.

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
Snow cone sales and donations from community businesses.

SUBMITTED BY: \_\_\_\_\_

Signature

10-28-14

Date

APPROVED BY: \_\_\_\_\_

Principal/Supervisor

10/28/14

Date

Associate Superintendent/Supervisor

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: Cross Middle

ESTIMATED NUMBER OF STUDENTS: 85

NAME OF SCHOOL GROUP/CLUB/ENTITY: Cross Middle School Advanced Band and Choir

STAFF ADVISOR(S)/CHAPERONES: Tom Edelbrock; Jessica Ryan; Mary Elder; Suzy Azersky; Debbie Doe; Laura Wheelwright; Jenna Loving; Nicole Stern; Craig Stern; Erik Binnie

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Choir and Band Festival Competitions in and around Anaheim, CA

DESTINATION OF TRAVEL: Musical Competition with Forum Festivals, SOKA University, major attraction in Anaheim, CA

DATES OF TRAVEL: Will leave 4:00p.m. Thursday 3/26/15 & return early morning Sunday 3/29/15

ACADEMIC BENEFITS TO STUDENTS: This field trip serves the students by allowing them to compete in a musical contest of their peers at the higher level in the state of California. Arizona State and National Music Standards recognize the importance of comparing one's own musical performance to that of other musical groups at their level and above. Students also benefit from competition ratings against the other groups in attendance, their critiqued performance and clinic with a professional, and from watching other bands and choirs from their age group perform. While attending attractions in Anaheim students will listen to marching bands, jazz groups, and singing groups placed throughout the destination. Conrad Tao at SOKA University allows the students to view a world-famous music performance university, and benefits the students once again by allowing them to analyze the performance of high quality music from a professional musician.

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: \_\_\_\_\_

☒ Other Charter buses; handled by Forum Music Festivals, PO Box 3662 Fullerton, CA, 92831

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

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	APPROX. COST	BUDGET CODE
Registration	<u>\$38,942.00</u>	525-00-100-1001-167-6892 526-00-100-1001-167-6892 850-00-100-1001-167-6892
Transportation	<u>inc.</u>	_____
Meals	<u>inc.</u>	_____
Lodging	<u>inc.</u>	_____
Substitutes	<u>\$100.00</u>	525/526-00-100-1001-167-6113
TOTAL	<u>\$39,042.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Paid by chaperones in attendance and club accounts

COST TO EACH STUDENT \$ 380.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Scholarships available.

FUNDING SOURCE(S): Fundraiser, Teacher chooses scholarship recipients.

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
Bowling Fundraiser 11/15

SUBMITTED BY: Thomas E. Bell 11/15/14  
Signature Date

APPROVED BY: Andrew Heinson 11-5-14  
Principal/Supervisor Date

Patrick Nelson \_\_\_\_\_  
Associate Superintendent/Superintendent Date

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:** Cross Middle

**ESTIMATED NUMBER OF STUDENTS:** 60

**NAME OF SCHOOL GROUP/CLUB/ENTITY:** Cross Orchestra & Musical Theatre

**STAFF ADVISOR(S)/CHAPERONES:** Michael DeMille, Nancy DeMille, Ian Clark, John Piotrowski, Mark Kahn, Tracey Cummins, Victoria Laschinski, Beth Lake, Stacie Valencia, Charley Martinez, Kristy Soracco, Courtney Deniston, Kim Gessner, Lana Donahue.

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

**ACTIVITY / EVENT / PURPOSE OF TRAVEL:** Forum Music Festival for Orchestra and Musical Theatre groups

**DESTINATION OF TRAVEL:** Anaheim, California

**DATES OF TRAVEL:** April 30 2015 - May 3. 2015

**ACADEMIC BENEFITS TO STUDENTS:** This is the final and most important competition of the year for the orchestra. They will also work with a college level instructor in a music clinic in North Hollywood, California. The musical theatre group will also be in a competition singing and performing the music from the musical production they do in April, 2015 and will also be involved in a theatre clinic in North Hollywood.

**PROPOSED METHOD OF TRANSPORTATION:**

☐ District-owned vehicles

Transportation approval: \_\_\_\_\_

☒ Other Two tour buses provided by Forum Music Festivals - (Package Deal)

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

**Parent Organization** \_\_\_\_\_

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	<b>APPROX. COST</b>	<b>BUDGET CODE</b>
Registration	<u>\$36,880.00</u>	525-00-100-1001-167-6892 526-00-100-1001-167-6892 850-00-100-1001-167-6892
Transportation	<u>INC.</u>	
Meals	<u>INC.</u>	
Lodging	<u>INC.</u>	
Substitutes	<u>\$200.00</u>	525/526-00-100-1001-167-6113
<b>TOTAL</b>	<b><u>\$37,080.00</u></b>	

**WILL THE DISTRICT RECEIVE REIMBURSEMENT?** Trip costs will be paid by parents  
**IF SO, SOURCE & AMOUNTS:** \_\_\_\_\_

**HOW ARE CHAPERONE EXPENSES PAID?** They will be paid by each chaperone

**COST TO EACH STUDENT** \$ 515

**HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)?** Through school sources, and through fundraising efforts

**FUNDING SOURCE(S):** Parents and fundraising

**FUNDRAISING ACTIVITIES PLANNED (If applicable):**

Class fundraiser with Janice Rimer, tax credit donations, Broadway in Tucson tickets and other fundraisers to be determined.

**SUBMITTED BY:** \_\_\_\_\_

  
Signature

11-5-14  
Date

**APPROVED BY:** \_\_\_\_\_

  
Principal/Supervisor

11-5-14  
Date

  
Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS  
STAFF TRAVEL/CONFERENCE REQUEST**

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

EMPLOYEE(S): Deanna M. Day Julie Cozad

SCHOOL: District Offices

Kent Barrabee Scott Leska

Department (opt.): Governing Board

DATE(S): March 19 - 23, 2015

ACTIVITY/EVENT: National School Boards Association (NSBA) Annual Conference

LOCATION: Nashville, TN

ABSENCE: # Days N/A Sub Required: ☐ Yes ☒ No # of School Days Missed N/A

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>\$ 3,705.00</u>	<u>0010010025795026360</u>
Transportation	<u>\$ 2,578.80</u> Mode <u>Air/Shuttle</u>	<u>0010010023105026582</u>
Rental Car	<u>N/A</u>	
Meals	<u>\$ 980.00</u>	<u>0010010023105026582</u>
Lodging	<u>\$ 3,840.00</u>	<u>0010010023105026582</u>
Substitutes	<u>N/A</u>	
TOTAL	<u>\$ 11,103.80</u>	

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

Purpose of travel: To attend the NSBA Annual Conference.

Outcomes and academic benefits to students and staff: The NSBA conference provides resources/training on legal & legislative issues, educational policy, governance strategies, finance issues & technological innovations in the educational field that will further equip Administration, Sr. Staff & the Governing Board in formulating & implementing policy/academics to continue providing quality education to our students.

Submitted by:

Signature

Date

Principal/Supervisor

Date

Mani Patel  
Associate Superintendent/Supintendent

11/13/14  
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): Patrick Nelson \_\_\_\_\_  
Todd Jaeger \_\_\_\_\_  
\_\_\_\_\_

SCHOOL: District Offices  
Department (opt.): Superintendent/Legal  
DATE(S): March 19 - 23, 2015

ACTIVITY/EVENT: National School Boards Association (NSBA) Annual Conference

LOCATION: Nashville, TN

ABSENCE: # Days 5 Sub Required: ☐ Yes ☒ No # of School Days Missed N/A

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>\$ 1,960.00</u>	<u>1401510022105106360/0010010025795056360</u>
Transportation	<u>\$ 1,289.40</u>	Mode <u>Air/Shuttle</u> <u>1401510022105106582/0010010023215056582</u>
Rental Car	<u>N/A</u> _____	
Meals	<u>\$ 490.00</u>	<u>1401510022105106582/0010010023215056582</u>
Lodging	<u>\$ 1,920.00</u>	<u>1401510022105106582/0010010023215056582</u>
Substitutes	<u>N/A</u> _____	
TOTAL	<u>\$ 5,659.40</u>	

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

Purpose of travel: To attend the NSBA Annual Conference.

Outcomes and academic benefits to students and staff: The NSBA conference provides resources/training on legal & legislative issues, educational policy, governance strategies, finance issues & technological innovations in the educational field that will further equip Administration, Sr. Staff & the Governing Board in formulating & implementing policy/academics to continue providing quality education to our students.

Submitted by:

Signature

Date

Principal/Supervisor

Date

  
Associate Superintendent/Superintendent

11/13/14  
Date