



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **December 7, 2021**

TITLE: **Approval of Out of State Travel**

BACKGROUND:

STAFF

Todd Jaeger, Susan Zibrat, Deanna Day, Vicki Cox Golder, and Matthew Kopec from the District Offices request permission to attend the Innovative Schools Summit in New York, New York, March 29-April 2, 2022. Approximate cost of travel is \$12,162.10 and will be paid for by maintenance and operations funds designated for staff development.

Angela Wichers requests permission to attend the Kagan Win-Win Discipline Workshop in Dallas, Texas, January 13-January 17, 2022. Approximate cost of travel is \$2,215.08 and will be paid for by Title 1 funds.

STUDENTS

Bradley Boe, Erin Merendo, Cheryl Winkel request permission to take 25 Yearbook Club students from Ironwood Ridge High School to Disneyland Resort in Anaheim, California, April 6-9, 2022. The approximate cost of travel is \$19,453.54 and will be paid using club funds. Three days of school will be missed and substitutes are required.

Eileen Rubelmann, Kristie Stevens, and Bradley Boe request permission to take 30 Art Club students from Ironwood Ridge High School to New York City, NY, March 13-17, 2023. The approximate cost of travel is \$62,847.00 and will be paid using club and tax credit funds. No school days will be missed and no substitutes are required.

BUDGET CODE KEY		
850.00.100.1001.6892.280.0000	Student activity	Classroom instruction, IRHS, student travel
850.00.410.2190.6519.280.0000	Student activity	Student transportation, IRHS, student transportation
850.00.100.1001.6892.280.0000	Student activity	Classroom instruction, IRHS, student travel
850.00.100.1001.6892.280.0000	Student activity	Classroom instruction, IRHS, student travel
850.00.100.1001.6113.280.0000	Student activity	Classroom instruction IRHS, substitutes
850.00.100.1001.6892.280.0000	Student activity	Classroom instruction, IRHS, student travel
526.00.100.1001.6892.280.0000	Tax Credit	Classroom instruction, IRHS, student travel
001.00.100.2579.6360.501/502.0000	M&O	Training, Wetmore, registration
001.00.100.2579.6582.501/502.0000	M&O	Training, Wetmore, staff travel
100.22.100.2210.6360.108.0000	Title 1	Improvement of Instruction, AMS, registration
100.22.100.2210.6582.108.0000	Title 1	Improvement of Instruction, AMS, staff travel

RECOMMENDATION:

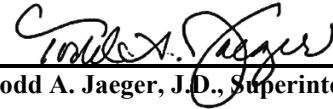
It is the recommendation of the administration that the above travel be approved.

INITIATED BY:



Matthew Munger
Associate Superintendent for Secondary Education

Date: December 6, 2021



Todd A. Jaeger, J.D., Superintendent

**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): Todd Jaeger Susan Zibrat SCHOOL: District Offices
Deanna Day Vicki Cox Golder Department (opt.): _____
Matthew Kopec _____ DATE(S): 3/29/22-4/2/22

ACTIVITY/EVENT: Innovative Schools Summit
 LOCATION: Marriott Marquis, 1535 Broadway, New York, NY, 10036

ABSENCE: # Days 5 Sub Required: Yes No # of School Days Missed 4

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

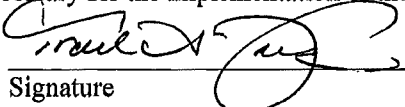
	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u>
		<small>(Note: Tax credit contributions are District funds and require a budget code.)</small>
Registration	<u>\$3127.20</u>	<u>001.00.100.2579.6360.501/502.0000</u>
Transportation	<u>\$2912.50</u> Mode <u>Air</u>	<u>001.00.100.2579.6582.501/502.0000</u>
Rental Car	_____	_____
Meals	<u>\$1485.00</u>	<u>001.00.100.2579.6582.501/502.0000</u>
Lodging	<u>\$4637.40</u>	<u>001.00.100.2579.6582.501/502.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$12162.10</u>	

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

Purpose of travel: Attend the Innovative Schools Summit in New York, NY.

Outcomes and academic benefits to students and staff: Attendees are able to participate in sessions on each of the following topics: Innovative Learning Strategies, School Climate and Culture, At-Risk and Struggling Students, and Trauma Informed Schools: Wired Differently.

The travel is necessary for the implementation of the project funding the travel.

Submitted by:  12-1-21
 Signature Date

 Principal/Supervisor Date

 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): Angela Wichers _____

SCHOOL: AMS

Department (opt.): _____

DATE(S): 1/13/22-1/17/22

ACTIVITY/EVENT: Kagan Win-Win Discipline

LOCATION: Dallas/Addison Marriott Quorum, 14901 Dallas Parkway, Dallas, TX

ABSENCE: # Days 5 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>\$828.00</u>		<u>100.22.100.2210.6360.166.0000</u>
Transportation	<u>\$513.00</u>	Mode <u>air</u>	<u>100.22.100.2210.6582.166.0000</u>
Rental Car	_____		_____
Meals	<u>\$204.00</u>		<u>100.22.100.2210.6582.166.0000</u>
Lodging	<u>\$670.08</u>		<u>100.22.100.2210.6582.166.0000</u>
Substitutes	_____		_____
TOTAL	<u>\$2215.08</u>		

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

Purpose of travel: Attend the Winter Academy for Kagan Win-Win Discipline

Outcomes and academic benefits to students and staff:

AMS teachers will be trained in Win-Win Discipline techniques in August of 2022. We will learn how to implement this successful discipline program and how to deal appropriately with aggression, confrontation, rule breaking, withdrawal and clowning. It will also allow us to implement preventative discipline strategies. The winter academy will allow administration and leadership team to align school systems and procedures to seamlessly implement the program.

The travel is necessary for the implementation of the project funding the travel.

Submitted by: Angela Wichers _____ 12/3/21
Signature Date

Angela Wichers _____ 12/3/21
Principal/Supervisor Date

[Signature] _____ 12/3/21
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: IRHS

ESTIMATED NUMBER OF STUDENTS: 25

NAME OF SCHOOL GROUP/CLUB/ENTITY: Yearbook Club

STAFF ADVISOR(S)/CHAPERONES: Bradley Boe, Erin Merando, Cheryl Winkel

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Disney Leadership Seminar

DESTINATION OF TRAVEL: Disneyland Resort, 1313 Disneyland Drive, Anaheim, California

DATES OF TRAVEL: 4/6/2022 - 4/9/2022

ACADEMIC BENEFITS TO STUDENTS: The Disney Youth Education Series gives students and their teachers a hands-on educational adventure throughout Disneyland and/or California Adventure. Disney Parks collection of guided field studies, available in Applied Sciences, Environmental Studies, Liberal Arts and Leadership Development, is accredited, standards-based and designed to reinforce classroom lessons. The programs are designed to practice teamwork, critical thinking and problem-solving skills.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Mountain View 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	<u>\$7,250.00</u>	<u>850-00-100-1001-6892-280-0000</u>
Transportation	<u>\$4,200.00</u>	<u>850-00-410-2790-6519-280-0000</u>
Meals	<u>\$2,000.00</u>	<u>850-00-100-1001-6892-280-0000</u>

Lodging	\$5,103.54	850-00-100-1001-6892-280-0000
Substitutes	\$900.00	850-00-100-1001-6113-280-0000
TOTAL	\$19,453.54	

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

HOW ARE CHAPERONE EXPENSES PAID? **Club funds**

COST TO EACH STUDENT \$ **200.00**

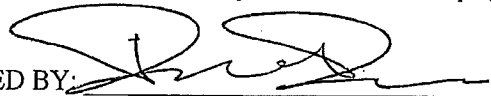
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Students who cannot afford the \$200.00 cost will be given a scholarship.**

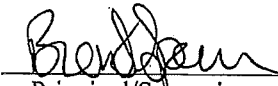
FUNDING SOURCE(S): **Yearbook Club funds**


FUNDRAISING ACTIVITIES PLANNED (If applicable):

Student photos for yearbook at registration, and Senior Tribute ads placed by parents in the yearbook.

The travel is necessary for the implementation of the project funding the travel.

SUBMITTED BY:  11/12/2021
 Signature Date

APPROVED BY:  11/12/21
 Principal/Supervisor Date

 11/25/2021
 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: IRHS

ESTIMATED NUMBER OF STUDENTS: 30

NAME OF SCHOOL GROUP/CLUB/ENTITY: Art Club

STAFF ADVISOR(S)/CHAPERONES: Eileen Rubelmann, Kristie Stevens, and Brad Boe

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: To see art from around the world both classical and modern. Students will also compete in an art history scavenger hunt.

DESTINATION OF TRAVEL: New York City, New York

DATES OF TRAVEL: March 13-17, 2023

ACADEMIC BENEFITS TO STUDENTS: Meets National Common Core Standards: Responding, Anchors 7, 8, & 9 and Connecting Anchors 10 & 11

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Airplane

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$62,847.00</u>	<u>850-00-100-1001-6892-280-0000</u> <u>526-00-100-1001-6892-280-0000</u>
Transportation	<u>Included in Registration</u>	_____
Meals	<u>Included in Registration</u>	_____
Lodging	<u>Included in Registration</u>	_____
Substitutes	<u>N/A</u>	_____

TOTAL

\$62,847.00

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

HOW ARE CHAPERONE EXPENSES PAID? Club Funds

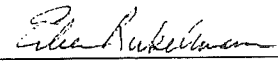
COST TO EACH STUDENT \$ Estimate of \$1,884.0 - \$2,200.00. Cost is determined by the number of students who attend. In addition to the above cost, students will pay for their own lunches.

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


FUNDING SOURCE(S): Club funds, tax credits, student payments, and possible fundraising if needed.

FUNDRAISING ACTIVITIES PLANNED (If applicable):
TBD


The travel is necessary for the implementation of the project funding the travel.

SUBMITTED BY: 
Signature

11/24/21
Date

APPROVED BY: 
Principal/Supervisor

11/24/21
Date


Associate Superintendent/Supervisor

11/23/21
Date