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

ESTIMATED NUMBER OF STUDENTS: 2 NAME OF SCHOOL GROUP/CLUB/ENTITY: HOSA - Bloscience STAFF ADVISOR(S)/CHAPERONES: Carolyn Zeiher ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 0 ACTIVITY / EVENT / PURPOSE OF TRAVEL: HOSA International Leadership Conference DESTINATION OF TRAVEL: Dallas, TX DATES OF TRAVEL: June 26 - July 1, 2018 ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: Structure of the subjects of the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: Transportation Are expenses paid from any of the following accounts? Auxiliary Tax Credits x Club Funds x Parent Organization Tax Credits x Club Funds x EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES) APPROX. COST BUDGET CODE \$315.00			The state of the s	THE PARTY OF THE P
NAME OF SCHOOL GROUP/CLUB/ENTITY: HOSA - Bioscience STAFF ADVISOR(S)/CHAPERONES: Carolyn Zeiher ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 0 ACTIVITY / EVENT / PURPOSE OF TRAVEL: HOSA International Leadership Conference DESTINATION OF TRAVEL: Dailas, TX DATES OF TRAVEL: June 26 - July 1, 2018 ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: District-owned vehicles Transportation approval: Other Air transportation Are expenses paid from any of the following accounts? Auxiliary Tax Credits x Club Funds x Parent Organization FEXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES) APPROX. COST BUDGET CODE Registration \$315.00 260-18-312-2190-282-6892 Registration \$561.39 260-18-460-2710-282-6519 Transportation \$922.78 596-18-460-2710-282-6519 \$293.25 260-18-312-2190-282-6582	SCHOOL: CDO			
STAFF ADVISOR(S)/CHAPERONES: Carolyn Zeiher ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 9 ACTIVITY / EVENT / PURPOSE OF TRAVEL: HOSA International Leadership Conference DESTINATION OF TRAVEL: Dallas, TX DATES OF TRAVEL: June 26 - July 1, 2018 ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: District-owned vehicles Transportation approval: Other Air transportation 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 \$315.00 260-18-312-2190-282-6592 Registration \$561.39 260-18-312-2190-282-6519 596-18-460-2710-282-6519 596-18-460-2710-282-6519 596-18-460-2710-282-6519 Meals Ladsing 260-18-312-2190-282-6582	ESTIMATED NUMBER OF	STUDENTS: 2		
ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 0 ACTIVITY / EVENT / PURPOSE OF TRAVEL: HOSA International Leadership Conference DESTINATION OF TRAVEL: Dallas. TX DATES OF TRAVEL: June 26 - July 1, 2018 ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: District-owned vehicles Transportation approval: Other Air transportation 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 \$315.00	NAME OF SCHOOL GROU	JP/CLUB/ENTITY:	HOSA - Bios	<u>science</u>
ACTIVITY / EVENT / PURPOSE OF TRAVEL: HOSA International Leadership Conference DESTINATION OF TRAVEL: Dallas, TX DATES OF TRAVEL: June 26 - July 1, 2018 ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: District-owned vehicles Transportation approval: Other Air transportation 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 \$315.00 260-18-312-2190-282-6892 Registration \$561.39 260-18-312-2190-282-6519 Transportation \$922.78 596-18-460-2710-282-6519 Second Seco	STAFF ADVISOR(S)/CHAI	PERONES: <u>Caroly</u>	n Zeiher	
DATES OF TRAVEL: June 26 - July 1, 2018 ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: District-owned vehicles	ABSENCE: # Days 6 Sub	Required: Yes	⊠ No	# of School Days Missed 0
DATES OF TRAVEL: June 26 - July 1, 2018 ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: District-owned vehicles	ACTIVITY / EVENT / PURI	POSE OF TRAVEL:	HOSA Intern	national Leadership Conference
ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to participate in competitions associated with subjects in the medical field at a national level. PROPOSED METHOD OF TRANSPORTATION: District-owned vehicles Transportation approval: Cother Air transportation 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 260-18-312-2190-282-6892 Transportation \$\frac{\$\$561.39}{\$\$922.78}\$ \frac{260-18-312-2190-282-6519}{\$\$96-18-460-2710-282-6519} Meals				
PROPOSED METHOD OF TRANSPORTATION: ☐ District-owned vehicles Transportation approval: ☐ Other Air transportation 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 260-18-312-2190-282-6892 Transportation \$\frac{\$561.39}{\$922.78}\$ 260-18-460-2710-282-6519 Meals \$293.25 260-18-312-2190-282-6582	ACADEMIC BENEFITS T	O STUDENTS.	<u>Students</u> he medical fi	have the opportunity to participate is
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES) APPROX. COST BUDGET CODE Registration Transportation \$\frac{\$315.00}{	PROPOSED METHOD OF T District-owned vehicles Transportation approval: Other Air transportation	RANSPORTATION	ſ:	
APPROX. COST BUDGET CODE \$315.00 \$315.00 260-18-312-2190-282-6892 Transportation \$561.39 \$922.78 \$992.78 \$293.25 Meals \$293.25 \$260-18-312-2190-282-6582 \$200-18-312-2190-282-6582	Are expenses paid from any of Parent Organization	the following accou	nts? Auxiliary	Tax Credits x Club Funds x
Registration \$315.00 260-18-312-2190-282-6892 Transportation \$561.39 260-18-460-2710-282-6519 \$922.78 596-18-460-2710-282-6519 Meals 260-18-312-2190-282-6582 Lodging 260-18-312-2190-282-6582	EXPENSES REQU	ESTED: (OBTAIN	RECEIPTS F	FOR ALL INCURRED EXPENSES)
Registration \$\frac{\$561.39}{\$922.78} \frac{260-18-460-2710-282-6519}{596-18-460-2710-282-6519} Meals \$\frac{\$293.25}{\$1,073.80} \frac{260-18-312-2190-282-6582}{260-18-312-2190-282-6582}	<u> </u>	APPROX. COST		BUDGET CODE
Transportation \$922.78 \$596-18-460-2710-282-6519 Meals \$293.25 \$260-18-312-2190-282-6582 Lodging \$1,073.80 \$260-18-312-2190-282-6582	Registration	<u>\$315.00</u>	- -	<u>260-18-312-2190-282-6892</u> ———
Meals \$1,073.80 260-18-312-2190-282-6582	Transportation			
Y odding	Meals	<u>\$293.25</u>		<u>260-18-312-2190-282-6582</u>
	Lodging			260-18-312-2190-282-6582 526-850-00-100-1001-282-6892
Substitutes	Substitutes			

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No IF SO, SOURCE & AMOUNTS:
HOW ARE CHAPERONE EXPENSES PAID? CTE
COST TO EACH STUDENT \$ Cost for meals and sightseeing
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? <u>Scholarships</u>
FUNDING SOURCE(S): CTE, club funds, tax credits
FUNDRAISING ACTIVITIES PLANNED (If applicable): Club has sold water all year and boo grams for this event.
The travel is necessary for the implementation of the project funding the travel.
SUBMITTED BY: Carly Zells 5/16/18 Signature Date
APPROVED BY: Tous bully Date
John Reter 6/1/8
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): Ma	andi Cordell	SCHOOL: Innovation Academy
-	constant	Department (opt.): School Operations
	editions (ACC)	DATE(S): <u>June 24-26, 2018</u>
ACTIVITY/EVENT: P	roject Lead the Way Training (PLT	<u>W)</u>
LOCATION: Univer	rsity of Texas in Tyler, TX	
ABSENCE: # Day	rs <u>3</u> Sub Required: □Yes ⊠No	# of School Days Missed 0
EXPENSES REQUEST	ED: (OBTAIN RECEIPTS FOR ALI	L INCURRED EXPENSES)
	APPROXIMATE COST	BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration	\$ <u>700.00</u>	140-18-100-2210-514-6360
Transportation	\$ <u>650.00</u> Mode	140-18-100-2210-514-6582
Rental Car	\$208.00	140-18-100-2210-514-6582
Meals	\$80.50	140-18-100-2210-514-6582
Lodging	\$224.00	140-18-100-2210-514-6582
Substitutes	\$	
TOTAL	<u>\$1,862.50</u>	
The District will [] (or)	will not 🛛 receive reimbursement	from outside sources.
Purpose of travel: PLTY	V 2018 Core Training	
Las Cruces, NM. It was	s cancelled due to low enrollment. T	raining was originally scheduled for June 3-5, 2018 in This is a training session for teachers who teach the
STEM engineering class	s. The training is a required compon	ent in order to use the PLTW curriculum.
Submitted by:		
Signature Signature	3	Date
ARM)	and Jalle -	5/30/2018
Principal	/Supervisor	Date 5/30/2018 Date Date
I Down	m her	6/11/1
Associate	Superintendent/Superintendent	Date

AMPHITHEATER PUBLIC SCHOOLS STAFF TRAVEL/CONFERENCE REQUEST

<u>THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA</u> <u>COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL</u>,

EMPLOYEE(S):	Laurie Celaya	SCHOOL: District Offices		
	•	Department (opt.): School Operations		
	WORMSHOPSON	DATE(S): <u>7/8/18-7/12/18</u>		
ACTIVITY/EVEN	T: Project Lead the Way Core Training	- Energy and the Environment		
LOCATION: <u>Sa</u>	n José, California			
ABSENCE: #	Days 5 Sub Required: □Yes ⊠No	# of School Days Missed 0		
EXPENSES REQU	ESTED: (OBTAIN RECEIPTS FOR ALI	L INCURRED EXPENSES)		
	APPROXIMATE COST	BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)		
Registration	\$ <u>750.00</u>	140.18.100.2210.515.6360		
Transporta	tion \$358.60 Mode: air and cab	140.18.100.2210.515.6582		
Rental Car				
Meals	\$ <u>106.25</u>	140.18.100.2210.515.6582		
Lodging	\$ <u>390.00</u>	140.18.100.2210.515.6582		
Substitutes				
TOTAL	\$ <u>1,604.85</u>			
The District will 🗌	(or) will not \(\sum \) receive reimbursement	from outside sources.		
Purpose of travel: <u>T</u>	o attend the Core Training – Energy an	nd the Environment		
	emic benefits to students and staff: To produce the modern students.	epare teachers with the skills and tools they need to		
Γhe travel is necessa	ry for the implementation of the project fu	unding the travel.		
Submitted by: Sign	ature	Date		
Prin	cipal/Supervisor	Date		
<u> </u>	Koni helsu	<u>6/1/</u> 18		
Associate Superintendent/Superintendent		Date ⁽		

AMPHITHEATER PUBLIC SCHOOLS STAFF TRAVEL/CONFERENCE REQUEST

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EMPLOYEE(S):	Zakary Pearsall	**************************************	SCHOOL: AHS
	general period of the second		Department (opt.):
	Manager Manage		DATE(S): <u>6/18/18-6/22/18</u>
	NT: <u>AP Summer Inst</u>		
LOCATION: <u>I</u>	<u>University of Louisvil</u>	le, 2301 S. 3 rd Street, L	ouisville KY 40292
ABSENCE:	# Days <u>5</u> Sub Requ	uired: ∐Yes ⊠No	# of School Days Missed $\underline{0}$
EXPENSES REQ	UESTED: (OBTAIN	RECEIPTS FOR ALL I	NCURRED EXPENSES)
	<u>APPRO</u>	XIMATE COST	BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration	on <u>645.00</u>		001.00.100.2210.281.6360
Transport	tation <u>0.00</u>	Mode	
Rental Car	<u> </u>		
Meals	<u>104.00</u>		001.00.100.2210.281.6582
Lodging			
Substitutes			
TOTAL	<u>749.00</u>		
The District will] (or) will not ⊠ rea	ceive reimbursement fro	m outside sources
		king for AP U.S. Histo	
Outcomes and acad how it is used in co	lemic benefits to stude onjunction with other	ents and staff: This con r classes, and how to be	ference will provide a new vision for the program, est reach/teach our students in the given program.
The travel is necess	sary for the implement	ation of the project fund	ing the travel.
Submitted by: Sig	gnature		
			50 (≥ 1)
Pri	ncipal/Supervisor	Caar	Date
			WE/18
Ass	sociate Superintendent	/Superintendent	Date