



GOVERNING BOARD AGENDA ITEM AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: **January 25, 2022**

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

BACKGROUND:

STAFF

Tassi Call, Matt Munger, Julie Valenzuela, and the TBD-Director of Curriculum & Assessment from School Operations request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$11,363.28 and will be paid using Title II funds.

Anne Dudley, Jennifer Dresher, Krysten Floyd, Neely Johnson, Betsy Gardner, Rose Hooton, Karl Meimer, Kelly Mulari, David Peak and Georgiana Santiago Reis from LaCima request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$20,020.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Ellis Harper, Brock Lange, Lavinia McQuade, Marley Murrell, John Parham, Erin Quigley, Julie Ramsey, Lesa Randall, Morgan Rodgers, Karen Rosson, Denese Russell, Corey Smith, Lucas Smith, Shawn Smith, Sjana Summons, Lisa Taylor, Ryan Thornburg, Diana Tolton, Forrest Watson, Robert young, Sonya Yount, Albert Malis, David Humphreys, Maimie Spillane, Glenda Arffa, John Dotts, Katherine Engel, Bethany Evans, Carla Garcia, Morgan Gerik, Daniel Handy, Valerie Wirth, Kim Moran, Leighann Reynolds, Gary Sandoval, Keivn Beuthin, Katherine Claus and Gary Crist from Amphi High request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$100,776.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Peggy Marner, Brandi Lipich, Amy Rudd, Aurora Venhuizen, and Kim Smith from Holaway request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$10,782.50 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Jennifer Letts, Shay Humphreys, and Amy Hawk from Donaldson request permission to attend No Excuses University Boot Camp in Dallas/Flower Mound, Texas, June 8-10, 2022. Approximate cost of travel is \$4,854.50 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Fabienna Godlewski and Erica Fox from Canyon Del Oro request permission to attend the National Council of Teachers of Mathematics in New Orleans, Louisiana, February 2-4, 2022. Approximate cost of travel is \$3,814.64 and will be paid using Title II funds. Three school days will be missed and substitutes are required.

Serena Campsen from Wetmore, Jennifer Queiruga from Amphi Middle, and Joyce Daigle from Keeling request permission to attend the National Summer Learning Association Conference in Las Vegas, Nevada, March 19-23, 2022. Approximate cost of travel is \$7,515.00 and will be paid using 21st CCLC funds. Three school days will be missed and substitutes are required.

Amy Martinez, Angelina LaRock, Caroline Rondeau, Jamie Kasen, and Christopher Trimble from Walker request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$10,292.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Debbie Emans, Susan Luciano, Cathy Williams, Monique Berry-Kelley, and Monet Richards from Walker request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$10,910.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Venessa Miller and Jennifer Powers from Walker request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$4,364.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Devon Busby, John Caputo, Mary Cliff, Danny Ewy, Andrea Fyock, Elyse Greenberg, Amy Hawk, Shay Humphreys, Kristina Lee, Jennifer Letts, Helen Martinez, Harriet Matiatos, Michaela Rodrigues, and Carrie Turpin from Donaldson request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$30,541.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Juanita Duran, Jennifer Queiruga, Deanna Campos, Deidre Watson, Christopher Mercilliot, and Lusiana Alvaraz from Amphi Middle request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$13,092.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Brenda King, Lydia Holst, Benjamin Mikell, Nathan Avers, Sarah Lortie, and Ondrea Campbell from Amphi Middle request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$13,092.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Michelle Vaughn, Leslie Hicken, and Ashreetha Murugesan from Amphi Middle request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$6,546.00 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required.

Todd Jaeger from the District Office request permission to attend the District Administration Leadership Superintendents Summit in New Orleans, LA, February 16-19, 2022. Approximate cost of travel is \$400.00 and will be paid by the DA Leadership Institute.

Elizabeth Jacome, Trechel Gindt, Leighann Reynolds, Rebecca Green, Darlene Rowe, Michael Shaheen, Jennifer Cruce, Liesl Scheffel, Nicole King, Shelley Quevedo, Katie Bruce, Lisa Boyd, Rusti Randolph from Coronado K-8 request permission to attend AVID Summer Institute in San Diego, California, June 27-29, 2022. Approximate cost of travel is \$34,499.58 and will be paid using Title 1 funds. No school days will be missed and no substitutes are required

STUDENTS

Amphitheater School District has a strong tradition of participation in contests of academic challenges, including the National History Bee, Odyssey of the Mind, Future Problem Solving, and Career and Technical Student Organization's (CTSO) national competitions for FCCLA, SkillsUSA, and HOSA. As we have done for the last several years, prior approval is granted without names. Specific information will not be known until the actual events that occur February through June. Approval now allows our schools to begin fundraising.

BUDGET CODE KEY		
140.22.100.2579.6360.510.0000	Title II	Training-Non Instructional Staff, Registration, School Operations
140.22.100.2579.6582.510.0000	Title II	Training-Non-Instructional Staff, Staff Travel, School Operations
100.22.100.2210.6360.165.0000	Title 1	Improvement of Instruction, Registration, LaCima
100.22.100.2210.6582.165.0000	Title 1	Improvement of Instruction, Staff Travel, LaCima
100.22.100.2210.6360.281.0000	Title 1	Improvement of Instruction, Registration, Amphi HS
100.22.100.2210.6582.281.0000	Title 1	Improvement of Instruction, Staff Travel, Amphi HS
100.22.100.2210.6360.108.0000	Title 1	Improvement of Instruction, Registration, Holaway
100.22.100.2210.6582.108.0000	Title 1	Improvement of Instruction, Staff Travel, Holaway
100.22.100.2210.6360.106.0000	Title 1	Improvement of Instruction, Registration, Donaldson
100.22.100.2210.6582.106.0000	Title 1	Improvement of Instruction, Staff Travel, Donaldson
140.22.100.2210.6360.282.0000	Title II	Improvement of Instruction, Registration, CDO
140.22.100.2210.6582.282.0000	Title II	Improvement of Instruction, Staff Travel, CDO
335.22.100.2579.6360.110.0000	21 st CCLC	Training-Non Instructional Staff, Registration, Nash
337.22.100.2579.6360.166.0000	21 st CCLC	Training-Non Instructional Staff, Registration, AMS
337.22.100.2579.6360.108.0000	21 st CCLC	Training-Non Instructional Staff, Registration, Holaway
337.22.100.2579.6360.165.0000	21 st CCLC	Training-Non Instructional Staff, Registration, LaCima
337.22.100.2579.6360.111.0000	21 st CCLC	Training-Non Instructional Staff, Registration, Prince
337.22.100.2579.6360.112.0000	21 st CCLC	Training-Non Instructional Staff, Registration, Walker
339.22.100.2579.6360.109.0000	21 st CCLC	Training-Non Instructional Staff, Registration, Keeling
339.22.100.2579.6360.116.0000	21 st CCLC	Training-Non Instructional Staff, Registration, Mesa Verde
339.22.100.2579.6360.117.0000	21 st CCLC	Training-Non Instructional Staff, Registration, Rio Vista
335.22.100.2579.6582.110.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, Nash
337.22.100.2579.6582.166.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, AMS
337.22.100.2579.6582.108.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, Holaway
337.22.100.2579.6582.165.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, LaCima
337.22.100.2579.6582.111.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, Prince
337.22.100.2579.6582.112.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, Walker
339.22.100.2579.6582.109.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, Keeling
339.22.100.2579.6582.116.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, Mesa Verde
339.22.100.2579.6582.117.0000	21 st CCLC	Training-Non Instructional Staff, Staff Travel, Rio Vista
100.22.100.2210.6360.112.0000	Title 1	Improvement of Instruction, Registration, Walker
100.22.100.2210.6582.112.0000	Title 1	Improvement of Instruction, Staff Travel, Walker
100.22.100.2210.6360.106.0000	Title 1	Improvement of Instruction, Registration, Donaldson
100.22.100.2210.6582.106.0000	Title 1	Improvement of Instruction, Staff Travel, Donaldson
100.22.100.2210.6360.166.0000	Title 1	Improvement of Instruction, Registration, AMS
100.22.100.2210.6582.166.0000	Title 1	Improvement of Instruction, Staff Travel, AMS

001.00.100.2579.6582.501.0000	M&O	Training-Non Instructional Staff, Staff Travel, Superintendent
100.22.100.2210.6360.166.0000	Title 1	Improvement of Instruction, Registration, Coronado
100.22.100.2210.6582.166.0000	Title 1	Improvement of Instruction, Staff Travel, Coronado

RECOMMENDATION:

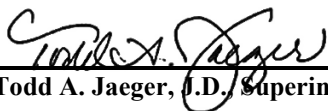
It is the recommendation of the administration that the above travel be approved.

INITIATED BY:



Matthew Munger
Associate Superintendent for Secondary Education

Date: January 24, 2022



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): Tassi Call Matt Munger SCHOOL: District Offices
TBD-Dir. of Curriculum & Assessment _____ Department (opt.): School Op's
Julie Valenzuela _____ DATE(S): June 26-29, 2022

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego Convention Center, 111 W. Harbor Drive, San Diego, CA 92101

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>\$3,500.00</u>	<u>140-22-100-2579-6360-510-0000</u>
Transportation	<u>\$2,276.00</u> Mode <u>Air</u>	<u>140-22-100-2579-6582-510-0000</u>
Rental Car	_____	_____
Meals	<u>\$750.00</u>	<u>140-22-100-2579-6582-510-0000</u>
Lodging	<u>\$4,837.28</u>	<u>140-22-100-2579-6852-510-0000</u>
Substitutes	_____	_____
TOTAL	<u>\$11,363.28</u>	

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

Purpose of travel: To participate in AVID Summer Institute professional development.

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation and learn valuable best practice strategies to ensure rigorous implementation toward AVID district-wide.

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

Submitted by: Mary Thatcher 1/20/22
Signature Date

Principal/Supervisor

Date

[Signature]
Associate Superintendent/Supintendent

1/20/2022
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): Anne Dudley, Jennifer Drescher, Krysten Floyd, Neely Johnson, Besty Gardner, Rose Hooton, Karl Meimer, Kelly Mulari, David Peak and Georgiana Santiago Reis. SCHOOL: La Cima Middle

Department (opt.): _____

DATE(S): 6/27/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego CA

ABSENCE: # Days 3 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>\$9,000.00</u>	<u>100-22-100-2210-6360-165-0000</u>
Transportation	<u>\$6,180.00</u> Mode <u>air</u>	<u>100-22-100-2210-6582-165-0000</u>
Rental Car	_____	_____
Meals	<u>\$2,140.00</u>	<u>100-22-100-2210-6582-165-0000</u>
Lodging	<u>\$2,700.00</u>	<u>100-22-100-2210-6582-165-0000</u>
Substitutes	_____	_____
TOTAL	<u>\$20,020.00</u>	

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

Purpose of travel: to participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by: Stephanie Custos 12.13.2021
Signature Date
Anne m. Dudley 12.7.21
Principal/Supervisor Date
[Signature] 1/11/2022

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): Ellis Harper, Brock Lange, Lavinia McQuade, Marley Murrell, John Parham, Erin Quigley, Julie Ramsey, Lesa Randall, Morgan Rodgers, Karen Rosson, Denese Russell, Corey Smith, Lucas Smith, Shawn Smith, Sjana Summons, Lisa Taylor, Ryan Thornburg, Diana Tolton, Forrest Watson, Robert Young, Sonya Yount, Albert Malis, David Humphreys, Mamie Spillane, Glenda Arffa, John Dotts, Katherine Engel, Bethany Evans, Carla Garcia, Morgan Gerik, Daniel Handy, Valerie Wirth, Kim Moran, Leighann Reynolds, Gary Sandoval, Kevin Beuthin, Katherine Claus, Gary Crist SCHOOL: AHS

Department (opt.): _____

DATE(S): 6/26/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego Convention Center 111 W. Harbor Drive, San Diego, CA 92101

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

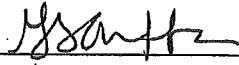

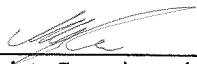
<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$33,250.00</u>	<u>100.22.100.2210.6360.281.0000</u>
Transportation	<u>\$23,484.00</u> Mode <u>air</u>	<u>100.22.100.2210.6582.281.0000</u>
Rental Car	_____	_____
Meals	<u>\$9,842.00</u>	<u>100.22.100.2210.6582.281.0000</u>
Lodging	<u>\$34,200.00</u>	<u>100.22.100.2210.6582.281.0000</u>
Substitutes	_____	_____
TOTAL	<u>100,776.00</u>	

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

Purpose of travel: To participate in AVID Summer Institute professional development.

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by:  12/21/21
Signature Date
 12/21/21
Principal Supervisor Date
 1/10/22
Associate Superintendent/Superintendent Date

rev. 8/25/17

**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): Peggy Marner Brandi Lipich
Amy Rudd Aurora Venhuizen
Kim Smith

SCHOOL: Holaway
Department (opt.): _____
DATE(S): 6/26/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego CA

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>\$4,375</u>	<u>100.22.100.2210.6360.108</u>
Transportation	<u>\$3,090</u> Mode <u>air</u>	<u>100.22.100.2210.6582.108</u>
Rental Car	_____	_____
Meals	<u>\$1,067.50</u>	<u>100.22.100.2210.6582.108</u>
Lodging	<u>\$2,250</u>	<u>100.22.100.2210.6582.108</u>
Substitutes	_____	_____
TOTAL	<u>\$10,782.50</u>	

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

Purpose of travel: to participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by: _____

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): Jennifer Letts Shay Humphreys SCHOOL: Donaldson
Amy Hawk _____ Department (opt.): _____
_____ DATE(S): 6/8/22-6/10/22

ACTIVITY/EVENT: No Excuses University Boot Camp

LOCATION: Dallas/Flower Mound, Texas

ABSENCE: # Days 3 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>\$1,797.00</u>	<u>100.22.100.2210.6360.106</u>
Transportation	<u>\$1,800.00</u> Mode <u>Air</u>	<u>100.22.100.2210.6582.106</u>
Rental Car	_____	_____
Meals	<u>\$457.50</u>	<u>100.22.100.2210.6582.106</u>
Lodging	<u>\$800.00</u>	<u>100.22.100.2210.6582.106</u>
Substitutes	_____	_____
TOTAL	<u>\$4,854.50</u>	

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

Purpose of travel: No Excuses University Boot Camp/ Professional Development

Outcomes and academic benefits to students and staff: To create and implement Six Exceptional Systems under the umbrella of college and career readiness for all.

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

Submitted by: Melissa Miller 1/12/22
Signature Date
[Signature] 1/12/22
Principal/Supervisor Date
[Signature] 1/12/22
Associate Superintendent/Supintendent Date

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

DATE(S): February 2-4, 2022

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): Serena Campsen

SCHOOL: District Offices

Jennifer Queiruga (AMS)

Joyce Daigle (Keeling)

Department (opt.): 21st CCLC - ACHIEVE

DATE(S): March 19-23, 2022

ACTIVITY/EVENT: National Summer Learning Association (NSLA) Conference

LOCATION: Caesars Palace Las Vegas, 3750 Las Vegas Blvd South, Las Vegas, NV 89109

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

APPROXIMATE COST

BUDGET CODE/DESCRIPTION

(Note: Tax credit contributions are District funds and require a budget code.)

Registration \$1,785.00

335-22-100-2579-6360-110-0000
337-22-100-2579-6360-166-0000
337-22-100-2579-6360-108-0000
337-22-100-2579-6360-165-0000
337-22-100-2579-6360-111-0000
337-22-100-2579-6360-112-0000
339-22-100-2579-6360-109-0000
339-22-100-2579-6360-116-0000
339-22-100-2579-6360-117-0000

Transportation \$1,006.50

Mode Airline/Shuttle

335-22-100-2290-6582-110-0000
337-22-100-2290-6582-166-0000
337-22-100-2290-6582-108-0000
337-22-100-2290-6582-165-0000
337-22-100-2290-6582-111-0000
337-22-100-2290-6582-112-0000
339-22-100-2290-6582-109-0000
339-22-100-2290-6582-116-0000
339-22-100-2290-6582-117-0000

Rental Car _____

Meals \$688.50

335-22-100-2290-6582-110-0000
337-22-100-2290-6582-166-0000
337-22-100-2290-6582-108-0000
337-22-100-2290-6582-165-0000
337-22-100-2290-6582-111-0000
337-22-100-2290-6582-112-0000
339-22-100-2290-6582-109-0000
339-22-100-2290-6582-116-0000
339-22-100-2290-6582-117-0000

Lodging \$2,985.00

335-22-100-2290-6582-110-0000
337-22-100-2290-6582-166-0000
337-22-100-2290-6582-108-0000
337-22-100-2290-6582-165-0000
337-22-100-2290-6582-111-0000
337-22-100-2290-6582-112-0000
339-22-100-2290-6582-109-0000
339-22-100-2290-6582-116-0000
339-22-100-2290-6582-117-0000

Substitutes \$1,050.00
(substitutes are for AMS and Keeling)

337-00-100-1001-6113-166-0000
339-00-100-1001-6113-110-0000

TOTAL \$7,515.00

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

Purpose of travel: To attend the annual National Afterschool Association Convention 2022.

Outcomes and academic benefits to students and staff: This convention will equip before and afterschool program leaders with innovative knowledge, proven practices, key connections that will strengthen the afterschool field and bridge the gap between regular school day and afterschool day professionals. It will provide new perspectives in the challenging times we are currently in. This knowledge will assist in building stronger programs for our students in the targeted academic/enrichment areas that are necessary for student improvement and growth.

Submitted by:

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): Amy Martinez Angelina LaRock SCHOOL: Walker
Caroline Rondeau Jamie Kasen Department (opt.): _____
Christopher Trimble _____ DATE(S): 6/27/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego CA

ABSENCE: # Days 3 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>\$900.00 x5= \$4500</u>	<u>100.22.100.2210.6360.112.0000</u>
Transportation	<u>\$618.00 x4= \$2472.00</u> Mode <u>air</u> <u>flying</u>	<u>100.22.100.2210.6582.112.0000(CT not</u>
Rental Car	_____	_____
Meals	<u>\$214.00x 5= \$1070.00</u>	<u>100.22.100.2210.6582.112.0000</u>
Lodging	<u>\$450.00x 5=\$2250.00</u>	<u>100.00.100.2210.6582.112.0000</u>
Substitutes	_____	_____
TOTAL	<u>10,292.00</u>	

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

Purpose of travel: to participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID
implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation
toward AVID school-wide.

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

Submitted by: [Signature] 1/13/22
Signature Date

[Signature] 1/13/22
Principal/Supervisor Date

[Signature] 1/13/22
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): Debbie Emans Susan Luciano SCHOOL: Walker
Cathy Williams Monique Berry-Kelley Department (opt.): _____
Monet Richards _____ DATE(S): 6/27/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego CA

ABSENCE: # Days 3 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>\$900.00 x5= \$4500</u>	<u>100.22.100.2210.6360.112.0000</u>
Transportation	<u>\$618.00 x5= \$3090.00</u> Mode <u>air</u>	<u>100.22.100.2210.6582.112.0000</u>
Rental Car	_____	_____
Meals	<u>\$214.00x 5= \$1070.00</u>	<u>100.22.100.2210.6582.112.0000</u>
Lodging	<u>\$450.00x 5=\$2250.00</u>	<u>100.00.100.2210.6582.112.0000</u>
Substitutes	_____	_____
TOTAL	<u>10,910.00</u>	

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

Purpose of travel: to participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by:

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): Venessa Miller Jennifer Powers

SCHOOL: Walker

Department (opt.): _____

DATE(S): 6/27/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego CA

ABSENCE: # Days 3 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>\$900.00 x2= \$1800.00</u>	<u>100.22.100.2210.6360.112.0000</u>
Transportation	<u>\$618.00x2=\$1236.00</u> Mode <u>air</u>	<u>100.22.100.2210.6582.112.0000</u>
Rental Car	_____	_____
Meals	<u>\$214.00x2=\$428.00</u>	<u>100.22.100.2210.6582.112.0000</u>
Lodging	<u>\$450.00x2=\$900.00</u>	<u>100.00.100.2210.6582.112.0000</u>
Substitutes	_____	_____
TOTAL	<u>4,364.00</u>	

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

Purpose of travel: to participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by: _____

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): Please see attached _____

SCHOOL: Donaldson

Department (opt.): _____

DATE(S): 6/26/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego CA

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>\$12,600.00</u>	<u>100.22.100.2210.6360.106</u>
Transportation	<u>\$8,652.00</u> Mode <u>air</u>	<u>100.22.100.2210.6582.106</u>
Rental Car	_____	_____
Meals	<u>\$2,989.00</u>	<u>100.22.100.2210.6582.106</u>
Lodging	<u>\$6,300.00</u>	<u>100.22.100.2210.6582.106</u>
Substitutes	_____	_____
TOTAL	<u>\$30,541.00</u>	

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

Purpose of travel: to participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by: Melissa Miller 1/11/22
Signature Date

[Signature] 1/11/22
Principal/Supervisor Date

[Signature] 1/11/22
Associate Superintendent/Superintendent Date

AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST

EMPLOYEES:

Devon Busby

John Caputo

Mary Cliff

Danny Ewy

Andrea Fyock

Elyse Greenberg

Amy Hawk

Shay Humphreys

Kristina Lee

JJ Letts

Helen Martinez

Harriet Matiatos

Michaela Rodrigues

Carrie Turpin

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): Juanita Duran Jennifer Queiruga SCHOOL: AMS
Deanna Campos Diedre Watson Department (opt.): _____
Christopher Mercilliot Lusiana Alvaraz DATE(S): 6/26/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego, CA

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>\$5,400.00</u>	<u>100.22.100.2210.6360.166.0000</u>
Transportation	<u>\$3,708.00</u> Mode <u>Air</u>	<u>100.22.100.2210.6582.166.0000</u>
Rental Car	_____	_____
Meals	<u>\$1,284.00</u>	<u>100.22.100.2210.6582.166.0000</u>
Lodging	<u>\$2,700.00</u>	<u>100.22.100.2210.6582.166.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$13,092.00</u>	

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

Purpose of travel: To participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by:

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): Brenda King Lydia Holst

SCHOOL: AMS

Benjamin Mikell Nathan Ayers

Department (opt.): _____

Sarah Lorties

Ondrea Campbell DATE(S): 6/26/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego, CA

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>\$5,400.00</u>	<u>100.22.100.2210.6360.166.0000</u>
Transportation	<u>\$3,708.00</u> Mode <u>Air</u>	<u>100.22.100.2210.6582.166.0000</u>
Rental Car	_____	_____
Meals	<u>\$1,284.00</u>	<u>100.22.100.2210.6582.166.0000</u>
Lodging	<u>\$2,700.00</u>	<u>100.22.100.2210.6582.166.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$13,092.00</u>	

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

Purpose of travel: To participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by:

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): Michelle Vaughn Leslie Hicken
Ashreetha Murugesan _____

SCHOOL: AMS
Department (opt.): _____
DATE(S): 6/26/22-6/29/22

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego, CA

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>\$2,700.00</u>	<u>100.22.100.2210.6360.166.0000</u>
Transportation	<u>\$1854.00</u> Mode <u>Air</u>	<u>100.22.100.2210.6582.166.0000</u>
Rental Car	_____	_____
Meals	<u>\$642.00</u>	<u>100.22.100.2210.6582.166.0000</u>
Lodging	<u>\$1,350.00</u>	<u>100.22.100.2210.6582.166.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$6,546.00</u>	

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

Purpose of travel: To participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

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

Submitted by:

Signature

Date

Angela Wichers
Principal/Supervisor

6/13/22
Date

[Signature]
Associate Superintendent/Superintendent

6/16/22
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): Todd A. Jaeger _____

SCHOOL: District Offices

Department (opt.): Superintendent's Office

DATE(S): 2/16/22-2/19/22

ACTIVITY/EVENT: District Administration Leadership Superintendents Summit

LOCATION: New Orleans, LA

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	_____	_____
Transportation	<u>\$400.00</u>	Mode <u>air travel</u> <u>001.00.100.2579.6582.501.0000</u>
Rental Car	_____	_____
Meals	_____	_____
Lodging	_____	_____
Substitutes	_____	_____
TOTAL	<u>\$400.00</u>	

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

Purpose of travel: The summit is a limited gathering of no more than 75 K-12 district superintendents. DA Leadership Institute is paying for all costs. They will reimburse the district \$400 for the cost of the flight which is the only upfront cost.

Outcomes and academic benefits to students and staff: The summit is a concentrated event for leadership development, networking, and collaboration with fellow superintendents from across the country on the issues of learning recovery.

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

Submitted by:

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): Elizabeth Jacome, Trechel Gindt,
Leighann Reynolds, Rebecca Green, Darlene Rowe,
Michael Shaheen, Jennifer Cruce, Liesl Scheffel,
Nicole King, Shelley Quevedo, Katie Bruce, Lisa Boyd,
Rusti Randolph

SCHOOL: Coronado K-8

Department (opt.): _____

DATE(S): 6/26/22-6/29/22

ACTIVITY/EVENT: 2022 Advancement Via Individual Determination (AVID) Summer Institute

LOCATION: San Diego CA

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>\$11,375.00</u>	<u>100.22.100.2210.6360.115.0000</u>
Transportation	<u>\$4,729.48</u>	Mode <u>Air/Taxi</u> <u>100.22.100.2210.6582.115.0000</u>
Rental Car	_____	_____
Meals	<u>\$ 2,795.00</u>	<u>100.22.100.2210.6582.115.0000</u>
Lodging	<u>\$15,600.00</u>	<u>100.22.100.2210.6582.115.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$34,499.48</u>	

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

Purpose of travel: to participate in AVID Summer Institute professional development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID school-wide.

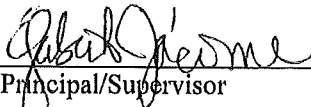
The travel is necessary for the implementation of the project funding the travel.

Submitted by: _____

Signature

Date

1-20-2022


Principal/Supervisor

1-20-22
Date


Associate Superintendent/Superintendent

1/20/22
Date