



GOVERNING BOARD AGENDA ITEM AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: August 23, 2022

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Todd Jaeger, Deanna Day, and Susan Zibrat request permission to attend the National Future of Education Technology Conference in New Orleans, Louisiana on January 22-27, 2023. Approximate cost of travel is \$10,292.57 and will be paid using Maintenance and Operations funds. Five school days will be missed and no substitutes are required.

Polly Kimminau, Shelley Quevedo, and Colin Cordell request permission to attend the National Council of Teachers of Mathematics Annual Meeting & Exposition in Los Angeles, California on September 28-October 1, 2022. Approximate cost of travel is \$7,457.06 and will be paid using Title II funds. Three school days will be missed and substitutes are required.

Scott Little, Walt Mangum, and Lauren McIntyre request permission to attend the Future of Education Technology Conference in New Orleans, Louisiana on January 22-27, 2023. Approximate cost of travel is \$9,119.64 and will be paid using Maintenance and Operations funds. Four school days will be missed and no substitutes are required.

Lauren McIntyre requests permission to attend edu-Tech & edu-Tech Academics Conference in San Antonio, Texas on November 13-15, 2022. Approximate cost of travel is \$688.50 and will be paid using Maintenance and Operations funds. Two school days will be missed and no substitutes are required.

STUDENTS

Bill Lang, Cheryle Wojdyla, Jerry Azares, Courtney Landers, and Tyler Low request permission to 16 Ironwood Ridge High School Girl's Volleyball players to the 2022 Southern California Invitational in San Diego, California on September 1-4, 2022. Approximate cost of travel is \$7,955.00 and will be paid using tax credit and student activities funds. Two days of school will be missed and substitutes are required.


Bill Lang, Ashleigh Houlton, Cheryl Wojdyla, Jerry Azares, and Courtney Landers request permission to take 16 Ironwood Ridge High School Girl's Volleyball players to the 2022 Durango Fall Classic in Las Vegas, Nevada on September 15-17, 2022. Approximate cost of travel is \$6,755.00 and will be paid using tax credit and student activities funds. One day of school will be missed and substitutes are required.

BUDGET CODE KEY		
001.00.100.2579.6360.501.0000	M & O	Training-Non Instructional, Employee Training & Professional Development, Superintendent
001.00.100.2579.6360.502.0000	M & O	Training-Non Instructional, Employee Training & Professional Development, Governing Board
001.00.100.2579.6582.501.0000	M & O	Training-Non Instructional, Staff Travel, Superintendent
001.00.100.2579.6582.502.0000	M & O	Training-Non Instructional, Staff Travel, Governing Board
140.23.100.2210.6360.514.0000	Title II	Improvement of Instruction, Employee Training, Associate Superintendent Elementary Ed
140.23.100.2210.6360.115.0000	Title II	Improvement of Instruction, Employee Training, Coronado
140.23.100.2210.6360.119.0000	Title II	Improvement of Instruction, Employee Training, Innovation
140.23.100.2210.6582.514.0000	Title II	Improvement of Instruction, Staff Travel, Associate Superintendent Elementary Ed
140.23.100.2210.6582.115.0000	Title II	Improvement of Instruction, Staff Travel, Coronado
140.23.100.2210.6582.119.0000	Title II	Improvement of Instruction, Staff Travel, Innovation
140.23.100.2210.6113.115.0000	Title II	Improvement of Instruction, Substitute, Coronado
140.23.100.2210.6113.119.0000	Title II	Improvement of Instruction, Substitute, Innovation
526.00.620.1001.6892.280.0000	Tax Credit	Classroom Instruction, Student Travel, IRHS
850.00.620.1001.6892.280.0000	Student Activities	Classroom Instruction, Student Travel, IRHS
526.00.410.2790.6516.280.0000	Tax Credit	Student Transportation, Athletic Events, IRHS
850.00.410.2790.6516.280.0000	Student Activities	Student Transportation, Athletic Events, IRHS
526.00.620.2190.6892.280.0000	Tax Credit	Other Student Support Services, Student Travel, IRHS
850.00.620.2190.6892.280.0000	Student Activities	Other Student Support Services, Student Travel, IRHS
001.00.100.2579.6360.550.0000	M & O	Training Non-Instructional, Employee Training, Technology-Administrative
001.00.100.2579.6582.550.0000		Training Non-Instructional, Staff Travel, Technology-Administrative
001.00.100.2579.6360.510.0000	M & O	Training Non-Instructional, Employee Training, Office of Learning & Instruction
001.00.100.2579.6582.510.0000		Training Non-Instructional, Staff Travel, Office of Learning & Instruction

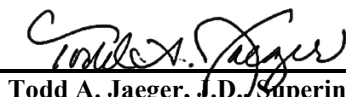
RECOMMENDATION:

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

INITIATED BY:


Matthew Munger
 Associate Superintendent for Secondary Education

Date: August 22, 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): Todd Jaeger Deanna Day

SCHOOL: District Offices

Susan Zibrat

Department (opt.): Gov. Board/Sup's Office

DATE(S): 1/22/23-1/27/23

ACTIVITY/EVENT: National Future of Education Technology Conference

LOCATION: New Orleans, LA

ABSENCE: # Days 6 Sub Required: ☐ Yes ☒ No

of School Days Missed 5

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	<u>\$2640.00</u>	<u>001.00.100.2579.6360.501/502.0000</u>
Transportation	<u>\$2000.00</u> Mode <u>air</u>	<u>001.00.100.2579.6582.501/502.0000</u>
Rental Car	<u> </u>	<u> </u>
Meals	<u>\$1006.50</u>	<u>001.00.100.2579.6582.501/502.0000</u>
Lodging	<u>\$4646.07</u>	<u>001.00.100.2579.6582.501/502.0000</u>
Substitutes	<u> </u>	<u> </u>
TOTAL	<u>\$10,292.57</u>	

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

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: **To attend the National FETC Conference which offers learning opportunities on the latest education technology.**

Outcomes and academic benefits to students and staff: **The conference offers practical strategies that can be implemented district-wide that help adapt to an increasingly technology-driven education community.**

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|---|---|--|
| <input type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input type="checkbox"/> Communication | <input type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

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

Submitted by:

Signature

Date


Associate Superintendent/Superintendent

8-15-2022
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): Polly Kimminau Shelley Quevedo SCHOOL: School Operations, Coronado,
Colin Cordell Innovation Academy Department (opt.): _____

DATE(S): Sept. 28 – Oct. 1, 2022

ACTIVITY/EVENT: National Council of Teachers of Mathematics (NCTM) Annual Meeting & Exposition

LOCATION: Los Angeles, CA

ABSENCE: # Days 4 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	<u>\$1,384.00</u>		<u>140-23-100-2210-6360-514/115/119/0000</u>
Transportation	<u>\$2,500.00</u>	Mode <u> </u>	<u>140-23-100-2210-6582-514/115/119/0000</u>
Rental Car	<u> </u>		<u> </u>
Meals	<u>\$588.00</u>		<u>140-23-100-2210-6582-514/115/119/0000</u>
Lodging	<u>\$2,145.06</u>		<u>140-23-100-2210-6582-514/115/119/0000</u>
Substitutes	<u>\$840.00</u>		<u>140-23-100-2210-6113-115/119/0000</u>
TOTAL	<u>\$7,457.06</u>		

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

Purpose of travel: To attend the National Council of Teachers of Mathematics (NCTM) Annual Meeting & Exposition.

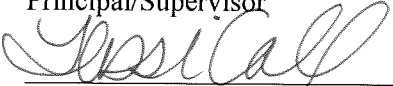
Outcomes and academic benefits to students and staff: The NCTM offers a variety of math sessions with a focus on "Implementing the Effective Teaching Practices," "Experiencing the Depth and Excitement of Mathematics," "Creating a Positive Change," and "Building Student Agency." Teachers attending this conference will be able to share the information learned with colleagues throughout the District. Students will benefit from the new strategies learned and presented in class. The information gained through this conference supports Amphitheater's Portrait of a Graduate in the areas of collaboration, critical thinking, academic content, communication, and problem-solving.

Submitted by: _____
Signature

Date

Principal/Supervisor

Date


Associate Superintendent/Supintendent

8-16-22
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): Scott Little

SCHOOL: District Offices

Department (opt.): _____

DATE(S): 01/22/2023 to 01/27/2023

ACTIVITY/EVENT: Future of Education Technology Conference

LOCATION: New Orleans, LA

ABSENCE: # Days 5 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>880.00</u>	<u>001.00.100.2579.6360.550.0000</u>
Transportation	<u>517.19</u>	Mode <u>Air and Uber</u> <u>001.00.100.2579.6582.550.0000</u>
Rental Car	_____	_____
Meals	<u>335.50</u>	<u>001.00.100.2579.6582.550.0000</u>
Lodging	<u>1307.19</u>	<u>001.00.100.2579.6582.550.0000</u>
Substitutes	_____	_____
TOTAL	<u>3039.88</u>	

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

Purpose of travel: Education Technology Professional Development

Outcomes and academic benefits to students and staff: Professional Development

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

Submitted by:  8/15/22
Signature Date

Principal/Supervisor

Date


Associate Superintendent/Superintendent

8-19-22
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): Walt Mangum

SCHOOL: District Offices

Department (opt.): _____

DATE(S): 01/22/2023 to 01/27/2023

ACTIVITY/EVENT: Future of Education Technology Conference

LOCATION: New Orleans, LA

ABSENCE: # Days 5 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>880.00</u>	<u>001.00.100.2579.6360.550.0000</u>
Transportation	<u>517.19</u>	Mode <u>Air and Uber</u> <u>001.00.100.2579.6582.550.0000</u>
Rental Car	_____	_____
Meals	<u>335.50</u>	<u>001.00.100.2579.6582.550.0000</u>
Lodging	<u>1307.19</u>	<u>001.00.100.2579.6582.550.0000</u>
Substitutes	_____	_____
TOTAL	<u>3039.88</u>	

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

Purpose of travel: Education Technology Professional Development

Outcomes and academic benefits to students and staff: Professional Development

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

Submitted by:

Walt Jr
Signature

8/17/22
Date

[Signature]
Principal/Supervisor

8/19/22
Date

[Signature]
Associate Superintendent/Superintendent

8/19/22
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): Lauren McIntyre

SCHOOL: District Offices

Department (opt.): _____

DATE(S): 01/22/2023 to 01/27/2023

ACTIVITY/EVENT: Future of Education Technology Conference

LOCATION: New Orleans, LA

ABSENCE: # Days 5 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>
Registration	<u>880.00</u>	<u>001.00.100.2579.6360.510.0000</u>
Transportation	<u>517.19</u>	Mode <u>Air and Uber</u> <u>001.00.100.2579.6582.510.0000</u>
Rental Car	_____	_____
Meals	<u>335.50</u>	<u>001.00.100.2579.6582.510.0000</u>
Lodging	<u>1307.19</u>	<u>001.00.100.2579.6582.510.0000</u>
Substitutes	_____	_____
TOTAL	<u>3039.88</u>	

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

Purpose of travel: Education Technology Professional Development

Outcomes and academic benefits to students and staff: Professional Development

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

Submitted by: _____

Signature

8-19-2022

Date

Principal/Supervisor

Yash Gali

Associate Superintendent/Superintendent

Date

8/19/22

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): Lauren McIntyre _____

SCHOOL: District Offices
Department (opt.): School Operation
DATE(S): 11/13/22 to 11/15/22

ACTIVITY/EVENT: **edu-Tech & edu-Tech Academics Conference**

LOCATION: **Hilton Embassy Suites San Antonio Riverwalk- 125 E Houston Street, San Antonio, TX, 78205**

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>0</u>	_____
Transportation	<u>\$650</u>	Mode <u>Air & Uber</u> <u>001-00-100-2579-6582-510-0000</u>
Rental Car	_____	_____
Meals	<u>\$38.50</u>	<u>001-00-100-2579-6582-510-0000</u>
Lodging	<u>0</u> _____	
Substitutes	_____	_____
TOTAL	<u>\$688.50</u>	

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

Purpose of travel: **Technology Integration Conference- attendee, presenter and panel member**

Outcomes and academic benefits to students and staff: **Collaborating with individuals in similar positions to identify common concerns while addressing continued improvement for the benefit of the Amphi community**

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/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: 16

NAME OF SCHOOL GROUP/CLUB/ENTITY: Girl's Volleyball Team

STAFF ADVISOR(S)/CHAPERONES: Bill Lang (Head Coach); Ashleigh Houlton, Cheryl Wojdyla, Jerry Azares, Courtney Landers

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 2022 Durango Fall Classic

DESTINATION OF TRAVEL: Las Vegas, NV

DATES OF TRAVEL: 9/15/2022 - 9/17/2022 (Competition is on 9/16 & 9/17)

ACADEMIC BENEFITS TO STUDENTS: This invitational and related travel is a reward for the team's athletic and academic performance. Players with low grades are not allowed to attend. Athletic activities such as this support the academic mission of the school, where studies show that student-athletes involved in such events tend to have a higher grade-point average, lower dropout rate, and fewer discipline problems than traditional students. The Fall Classic features the top 64 teams in the Nation and is an invitation only event. Being one of 64 schools invited to this tournament helps celebrate the success of the volleyball program on and off the court.

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Enterprise Car Rental (District Interscholastics Contract/Vendor)

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>\$ 700.00</u>	526/850.00.620.1001.6892.280.0000 _____
Transportation	<u>\$1,755.00</u>	526/850.00.410.2790.6516.280.0000 _____

Meals	<u>\$1,250.00</u>	526/850.00.620.2190.6892.280.00000	_____
Lodging	<u>\$2,450.00</u>	526/850.00.620.2190.6892.280.0000	_____
Substitutes	<u>\$600.00</u>		_____
TOTAL	<u>\$6,755.00</u>		

WILL THE DISTRICT RECEIVE REIMBURSEMENT?
 IF SO, SOURCE & AMOUNTS:

HOW ARE CHAPERONE EXPENSES PAID? In Budget, using club funds from Fundraising

COST TO EACH STUDENT \$ 0.00 (exception would be personal expenses; tournament shirt, etc)

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? All team members share the fundraising responsibilities. The Coaching Staff assists with Tax Credit Donations for all families that need assistance.

FUNDING SOURCE(S): Volleyball Tax Credit Monies and Club Funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):
2022 Volleyball Camps, Varsity Team Sponsorships, Tax-Credit Campaign

SUBMITTED BY: _____

Signature

7/25/2022
 Date

APPROVED BY: _____

Principal/Supervisor

7/25/22 8/17/22
 Date

Associate Superintendent/Superintendent

8/17/22
 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: 16

NAME OF SCHOOL GROUP/CLUB/ENTITY: Girl's Volleyball Team

STAFF ADVISOR(S)/CHAPERONES: Bill Lang (Head Coach), Cheryl Wojdyla, Jerry Azares,
Courtney Landers, Tyler Low

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 2022 Southern California Invitational

DESTINATION OF TRAVEL: San Diego, CA

DATES OF TRAVEL: 9/01/2022 - 9/04/2022 (Competition is on 9/2 & 9/3)

ACADEMIC BENEFITS TO STUDENTS: This trip is an athletic competition for the Varsity
Volleyball Team. This invitational and related travel is a reward for the team's athletic and
academic performance. Players with low grades are not allowed to attend.
Athletic activities such as this support the academic mission of the school, where studies show
that student-athletes involved in such events tend to have a higher grade-point average, lower
dropout rate, and fewer discipline problems than traditional students.

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Enterprise Car Rental (District Interscholastics Contract/Vendor)

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>\$ 600.00</u>	526/850.00.620.1001.6892.280.0000 _____
Transportation	<u>\$1,755.00</u>	526/850.00.410.2790.6516.280.0000 _____
Meals	<u>\$1,500.00</u>	526/850.00.620.2190.6892.280.0000 _____

Lodging	<u>\$ 3,500.00</u>	526/850.00.620.2190.6892.280.0000: _____
Substitutes	<u>\$ 600.00</u>	_____
TOTAL	<u>\$ 7,955.00</u>	

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

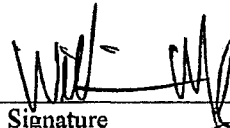
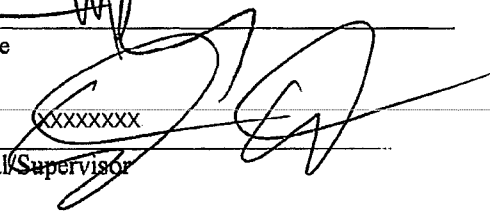

HOW ARE CHAPERONE EXPENSES PAID? In Budget, using club funds from Fundrasing

COST TO EACH STUDENT \$ 0.00 (exception would be personal expenses: snacks, etc).

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? All team members share the fundraising responsibilities. The Coaching Staff assists with Tax Credit Donations for all families that need assistance.

FUNDING SOURCE(S): Volleyball Tax Credit Monies and Club Funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):
2022 Volleyball Camps, Varsity Team Sponsorships, Tax-Credit Campaign.

SUBMITTED BY:		<u>7/25/2022</u>
	Signature	Date
APPROVED BY:		<u>8/1/22 8/7/22</u>
	Principal/Supervisor	Date
		<u>8/7/22</u>
	Associate Superintendent/Supintendent	Date