

**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: 18

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Wrestling club**

STAFF ADVISOR(S)/CHAPERONES: **Tim Berrier, Paul Vasquez, Steven Montano**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **AAU Frosh-sophomore National Duals**

DESTINATION OF TRAVEL: **Castle Rock, Colorado**

DATES OF TRAVEL: **April 18-20, 2014**

ACADEMIC BENEFITS TO STUDENTS: **Students will have the opportunity to compete and interact with other students from across the country. This will help give exposure to college coaches who may be interested in recruiting our students. We currently have 9 former students wrestling in college who are receiving financial aid or received admission help because the coaches wanted them at their college.**

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other **Rental vans**

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>\$800</u>	<u>526/850-00-100-3400-280-6892</u>
Transportation	<u>\$1,000</u>	<u>526/850-00-100-3400-280-6519</u>
Meals	_____	_____
Lodging	<u>\$800</u>	<u>526/850-00-100-3400-280-6892</u>

Substitutes _____

Personal day

TOTAL \$2,600

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No

IF SO, SOURCE & AMOUNTS: _____

HOW ARE CHAPERONE EXPENSES PAID? Paying for their own meals. Lodging, transportation included with the students.

COST TO EACH STUDENT \$ \$20 for AAU card. \$80-\$100 for meals.

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? The wrestling booster club would be willing to help pay for any students who can't afford to go.

FUNDING SOURCE(S): Tax credit account and club account.

FUNDRAISING ACTIVITIES PLANNED (If applicable):

N/A

SUBMITTED BY:

Tom Bernier
Signature

2/26/14
Date

APPROVED BY:

Wanda Da...
Principal/Supervisor

2/26/14
Date

Monica Heller
Associate Superintendent/Superintendent

3/4/14
Date

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

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ORIGINAL SUBMISSION

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SCHOOL: CDO

ESTIMATED NUMBER OF STUDENTS: 75

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Band

STAFF ADVISOR(S)/CHAPERONES: Grant Studer, Tony Kadous, Melissa Marsh, Jeff Albrecht,
Todd Baker, Lisa Ponder-Gilby, Laura Wheelwright, Andrea Carr

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: _____

DESTINATION OF TRAVEL: Anaheim and Los Angeles, California

DATES OF TRAVEL: 4/23/14-4/26/14

ACADEMIC BENEFITS TO STUDENTS: Clinic at UCLA with a world-class music educator and band conductor helps improve all areas of musicianship and help our group prepare for the Arizona State Concert Band Competition the following week. Seeing a performance by the Los Angeles Philharmonic will help students understand what professional quality music making is like, and will improve their abilities as musicians. Workshop on movie-scoring and soundtracking in Anaheim provides a different experience for music making and helps students relate music to other art forms and builds sight reading skills for the sight reading portion of the 2014 State Concert Band Competition.

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Motor Coaches- Mountain View Tours

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

Parent Organization Yes- Costs of registration, transportation and lodging will be split between tax credit and booster organization.

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$11,100.00</u>	<u>526-00-100-1001-282-6892 / Boosters</u>
Transportation	<u>\$6,876.00</u>	<u>526-00-100-1001-282-6519 / Boosters</u>
Meals	<u>On Own</u>	_____

Lodging \$5767.20

526-00-100-1001-282-6892 / Boosters

Substitutes \$300.00

526-00-100-1001-282-6113 / Boosters

TOTAL \$24043.20

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

HOW ARE CHAPERONE EXPENSES PAID? By Chaperone

COST TO EACH STUDENT \$ 340.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Student band fundraising has been an option at events earlier in the year, and scholarships will be offered through tax credit and booster organization money that has been set aside.

FUNDING SOURCE(S): Arizona Tax Credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):

SUBMITTED BY: _____

Signature

2/12/14

Date

APPROVED BY: _____

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 Virant

SCHOOL: District Offices

Department (opt.): Health Services

DATE(S): 6/27/14-7/1/14

ACTIVITY/EVENT: National Association of School Nursing Annual Conference

LOCATION: San Antonio Marriot Rivercenter, San Antonio, TX

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>\$495 w/ syllabus</u>	<u>001001002579542.6360</u>
Transportation	<u>\$550</u> Mode <u>Airfare, Taxi</u>	<u>001001002579542.6582</u>
Rental Car	<u>0</u>	
Meals	<u>\$245</u>	0010010025795426582
Lodging	<u>\$813</u>	0010010025795426582
Substitutes	<u>0</u>	
TOTAL	<u>\$2,103</u>	

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

Purpose of travel: Attend national school nursing conference

Outcomes and academic benefits to students and staff: To acquire information, resources and tools to benefit Amphi USD, health services staff and students with current evidence-based approaches to keeping children healthy and in school so they can learn.

Submitted by:

Signature

Date

Principal/Supervisor

Date

Associate Superintendent/Superintendent

Date