

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

DATE OF MEETING: April 27, 2010

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Holly Reynolds from Canyon del Oro High School requests permission to attend the International Baccalaureate Summer Institute 2010 – Pre-IB English for 9th and 10th graders in Montezuma, New Mexico, June 28-July 2, 2010. Approximate cost of the travel is \$1,782 and will be paid for by federal funds designated for staff development. No school days will be missed.

TBD from Canyon del Oro High School requests permission to attend the International Baccalaureate Summer Institute 2010 –IB Coordination, Category 1 Training in Montezuma, New Mexico, June 14-18, 2010. Approximate cost of the travel is \$1,782 and will be paid for by federal funds designated for staff development. No school days will be missed.

TBD from Canyon del Oro High School requests permission to attend the International Baccalaureate Summer Institute 2010 – Pre-IB Math for 9th and 10th graders in Montezuma, New Mexico, July 12-16, 2010. Approximate cost of the travel is \$1,782 and will be paid for by federal funds designated for staff development. No school days will be missed.

STUDENTS

Ben Hurley, Marty Roth, Sohaib Fella, and Pat Derksen from Amphitheater High School request permission to take 14 students to San Diego, California, June 17-20, 2010. Approximate cost of the travel is \$3,850 and will be paid for by tax credit and student activity funds. No school days will be missed.

MAJ Bob De Wilt from the JROTC program at Flowing Wells School District requests permission to take 8 students to Los Angeles, California, April 22-25, 2010. There is no cost to the District. Two school days will be missed.

Travel was previously approved at the February 23, 2010 Board meeting for Jeff Azersky, Debbi Omizo, Jim Field, Reyes Sierra, Josh Gaibel, Yuki Gaibel, Keith Hudson, Andrea Lybarger, Lonnie Lybarger, Aleksandra Weichsel, Andrei Weichsel, Yumi Wong, and Amanda Mateer from Harelson Elementary School to take 10 students to Atlanta, Georgia, May 6-10, 2010. The chaperones have changed and are now Jeff Azersky, Suzy Azersky, Debbi Omizo, Josh Gaibel, Yuki Gaibel, Keith Hudson, Andrea Lybarger, Lonnie Lybarger, Aleksandra Weichsel, Andrei Weichsel, Yumi Wong, and Amanda Mateer.

Travel was previously approved at the January 12, 2010 Board meeting for Keith Koster, Nancy Cowan, Rebecca Foreman, Henry Jones, Dan Freeman, Sharon Stewart, Julie Kischer, Jamie Ruiz, Kristal Hildebrand, Emily Clairdy, and Julie Cota from La Cima Middle School to take 80 students to Fullerton and Anaheim, California, April 22-24, 2010. The chaperones now include Amy Lown.

Travel was previously approved at the October 27, 2009 Board meeting for Charla Hedberg, Kris Hildebrand, Mick Stewart, Steven Lopez, Hector Melendez, and Michelle Boshart from La Cima Middle School to take 38 students to the Catalina Island Marine Institute in Catalina Island, California, April 27-May 1, 2010. The chaperones have changed and are now Kathleen Coleman, Kris Hildebrand, Mick Stewart, Steven Lopez, Hector Melendez, and Amy Lown.

Amphitheater School District has a strong tradition of participation in contests of academic challenges, including Odyssey of the Mind. As we have done for the last several years, prior approval is granted without names. That information won't be known until the actual event. Approval now allows our schools to begin fundraising. Odyssey of the Mind World finals will be held May 25-30, 2010 at Michigan State University.

ASSOCIATE SUPERINTENDENT
SIGNATURE:

Patricia Nelson

SUPERINTENDENT
SIGNATURE:

Nicki Barentine

**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): Holly Reynolds _____

SCHOOL: CDO
 Department (opt.): _____
 DATE(S): June 28-July 2, 2010

ACTIVITY/EVENT: IB Summer Institute 2010 - Pre-IB English for 9th and 10th graders

LOCATION: Montezuma, NM

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

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>\$1099.00</u>		<u>140-10-100-2210-510-6360</u>
Transportation	<u>\$575.00</u>	Mode <u>own car</u>	<u>140-10-100-2210-510-6582</u>
Rental Car	<u>\$0</u>		_____
Meals	<u>\$108.00</u>		<u>140-10-100-2210-510-6582</u>
Lodging	<u>\$0</u>		<u>included in registration</u>
Substitutes	<u>\$0</u>		_____
TOTAL	<u>\$1782.00</u>		

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

Purpose of travel: **IB training for Pre-IB English for 9th and 10th graders. (Registration fee includes lodging, training materials, meals.)**

Outcomes and academic benefits to students and staff: _____

Submitted by:

Signature	_____	Date	_____
	<u>Marcia Kelpel</u>		<u>4/19/10</u>
Principal/Supervisor	_____	Date	_____
	<u>Patrick Wilson</u>		<u>4-19-10</u>
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): _____

SCHOOL: CDO
 Department (opt.): _____
 DATE(S): June 14-18, 2010

ACTIVITY/EVENT: IB Summer Institute 2010 - IB Coordination, Category 1

LOCATION: Montezuma, NM

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

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>\$1099.00</u>		<u>140-10-100-2210-510-6360</u>
Transportation	<u>\$575.00</u>	Mode <u>own car</u>	<u>140-10-100-2210-510-6582</u>
Rental Car	<u>\$0</u>		_____
Meals	<u>\$108.00</u>		<u>140-10-100-2210-510-6582</u>
Lodging	<u>\$0</u>		<u>included in registration</u>
Substitutes	<u>\$0</u>		_____
TOTAL	<u>\$1782.00</u>		

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

Purpose of travel: IB Coordinator training. (Registration fee includes lodging, training materials, meals.)

Outcomes and academic benefits to students and staff: _____

Submitted by:

Signature	_____	Date	_____
	<i>Marcia Kelpke</i>		<i>4/19/10</i>
Principal/Supervisor	_____	Date	_____
	<i>Patrick Wilson</i>		<i>4-19-10</i>
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): _____

SCHOOL: CDO
 Department (opt.): _____
 DATE(S): July 12-16, 2010

ACTIVITY/EVENT: IB Summer Institute 2010 - Pre-IB Math for 9th and 10th graders

LOCATION: Montezuma, NM

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

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>\$1099.00</u>	<u>140-10-100-2210-510-6360</u>
Transportation	<u>\$575.00</u> Mode <u>own car</u>	<u>140-10-100-2210-510-6582</u>
Rental Car	<u>\$0</u>	_____
Meals	<u>\$108.00</u>	<u>140-10-100-2210-510-6582</u>
Lodging	<u>\$0</u>	<u>included in registration</u>
Substitutes	<u>\$0</u>	_____
TOTAL	<u>\$1782.00</u>	

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

Purpose of travel: IB training for Pre-IB Math for 9th and 10th graders. (Registration fee includes lodging, training materials, meals.)

Outcomes and academic benefits to students and staff: _____

Submitted by:

Signature	_____	Date	_____
	<i>Marcia Kelpo</i>		<u>4/19/10</u>
Principal/Supervisor	_____	Date	_____
	<i>Patrick Nelson</i>		<u>4-19-10</u>
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: AHS

ESTIMATED NUMBER OF STUDENTS: 14

NAME OF SCHOOL GROUP/CLUB/ENTITY: Boys Basketball

STAFF ADVISOR(S)/CHAPERONES: Ben Hurley, Marty Roth, Sohaib Fella, Pat Derksen

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Varsity Basketball Tournament/Competition

DESTINATION OF TRAVEL: University of San Diego

DATES OF TRAVEL: 6/17/10 through 6/20/10

ACADEMIC BENEFITS TO STUDENTS: Extra-curricular

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>550.00</u>	<u>526-00-620-3400-281-6892</u>
Transportation	<u>1200.00</u>	<u>850-00-620-3400-281-6519</u>
Meals	<u>600.00</u>	<u>850-00-620-3400-281-6892</u>
Lodging	<u>1500.00</u>	<u>850-00-620- 3400-281-6892</u>
Substitutes	<u>0</u>	<u>0</u>
TOTAL	<u>3850.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Club funds

COST TO EACH STUDENT \$ 150.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Club funds and tax credit if necessary

FUNDING SOURCE(S): Club Basketball, Community sponsors, tax credit.

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Free Throw Fundraiser, summer league registration, program/banner sales

SUBMITTED BY: B. Pennington 4/9/10
Signature Date

APPROVED BY: [Signature] 4/14/10
Principal/Supervisor Date

[Signature] 4-19-10
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: **CDO**

ESTIMATED NUMBER OF STUDENTS: 5

NAME OF SCHOOL GROUP/CLUB/ENTITY: **JROTC**

STAFF ADVISOR(S)/CHAPERONES: 5

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **National Drill Competition**

DESTINATION OF TRAVEL: **Los Angeles, CA**

DATES OF TRAVEL: **22-25 April, 2010**

ACADEMIC BENEFITS TO STUDENTS: **Varsity Competition**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **Flowing Wells District commercial Transportation**

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>300</u>	<u>NA</u>
Transportation	<u>3,400</u>	<u>NA</u>
Meals	<u>2,600</u>	<u>NA</u>
Lodging	<u>3,800</u>	<u>NA</u>
Substitutes	<u>NA</u>	<u>NA</u>
TOTAL	<u>10,100</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? From JROTC account

COST TO EACH STUDENT \$ 200

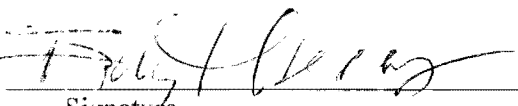
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Student had opportunities to earn trip money through fund raisers

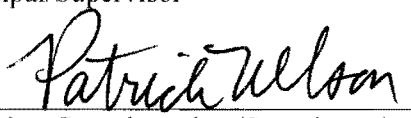
FUNDING SOURCE(S): Flowing Wells JROTC

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Entertainment Book Sales

Renaissance Fair support

SUBMITTED BY:  13 April 10
Signature Date

APPROVED BY: _____
Principal/Supervisor Date
 4-19-10
Associate Superintendent/Superintendent Date