

**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): Monica Nelson Mike Bejarano
Patti Greenleaf Roseanne Lopez
Mary Diamani

SCHOOL: District Offices
Department (opt.): School Operations

____ DATE(S): October 21-24, 2012

ACTIVITY/EVENT: iNACOL Virtual School Symposium

LOCATION: New Orleans, Louisiana

ABSENCE: # Days 5 Sub Required: ☒ Yes ☐ No

of School Days Missed 3

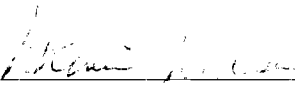
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)


<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$2,125.00</u>	<u>140-13-100-2210-510-6360</u>
Transportation	<u>\$3,000.00</u> Mode <u>air/taxi</u>	<u>140-13-100-2210-510-6582</u>
Rental Car	_____	_____
Meals	<u>\$1,000.00</u>	<u>140-13-100-2210-510-6582</u>
Lodging	<u>\$4,000.00</u>	<u>140-13-100-2210-510-6582</u>
Substitutes	<u>\$225.00</u>	<u>140-13-100-2210-510-6113</u>
TOTAL	<u>\$10,350.00</u>	

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

Purpose of travel: To learn more about online learning opportunities for students by attending the international online learning conference (iNACOL)

Outcomes and academic benefits to students and staff: _____

Submitted by:  6/26/12
Signature Date

Principal/Supervisor Date

Associate Superintendent/Supervisor Date

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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): Cathy Eiting Steve Duley
Linda Haller Todd Jaeger

SCHOOL: District Offices
Department (opt.): Student Services
DATE(S): April 27-May 1, 2013

ACTIVITY/EVENT: 34th Annual LRP Institute on Legal Issues of Educating Individuals with Disabilities

LOCATION: Long Beach, CA

ABSENCE: # Days 5 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	<u>3780 (earlybird)</u>	<u>001.00.200.2579.540.6360</u>
Transportation	<u>1324 (331/pp)</u> Mode <u>Air/Cab</u>	<u>001.00.200.2579.540.6582</u>
Rental Car	_____	_____
Meals	<u>1060 (265/pp)</u>	<u>001.00.200.2579.540.6582</u>
Lodging	<u>3700 (925pp)</u>	<u>001.00.200.2579.540.6582</u>
Substitutes	<u>0</u> _____	
TOTAL	<u>\$9864</u>	

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

Purpose of travel: Attend the 34th Annual LRP's National Institute on Legal Issues of Education Individuals with Disabilities

Outcomes and academic benefits to students and staff: Update special education legal requirements information

Submitted by: _____

Signature

6/19/12

Date

Principal/Supervisor

Associate Superintendent/Supervisor
