



GOVERNING BOARD AGENDA ITEM AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: September 13, 2022

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Sumaya Frick requests permission to attend ACTE Best Practices and Innovations Conference on September 28-30, 2022 in North Falmouth, Massachusetts. Approximate cost of travel is \$2,561.50 and will be paid using CTE funds. Four school days will be missed and no substitutes are required.

Kimberly Begay requests permission to attend National Indian Education Association Annual Conference on October 4-8, 2022 in Oklahoma City, Oklahoma. There is no cost to attend. Four school days will be missed and no substitutes are required.

Diana Tolton and Karen Rosson request permission to attend National Council of Teachers of Mathematics (NCTM) Annual Meeting and Exposition on September 28-October 1, 2022 in Los Angeles, California. Approximate cost of travel is \$5,242.00 and will be paid using Gear-Up funds. Three school days will be missed and substitutes are required.

Erin Lidbetter, Laura Watson, and Andragayle Pye request permission to attend Gear-Up West Annual Regional Conference on October 23-25, 2022 in Salt Lake City, Utah. Approximate cost of travel is \$3,440.00 and will be paid using Gear-Up funds. Two school days will be missed and no substitutes are required.

STUDENTS

Lauren Marlatt, Rebecca Green, JJ Letts, Kay Lewis, Jeremy Hayes, and Erika Sparlin request permission to take 60 8th grade Coronado students to the Grand Canyon, Page and Sunset Crater in Arizona on April 20-21, 2023. Approximate cost of travel is \$31,190.00 and will be paid using tax credit and auxiliary funds. Two days of school will be missed and substitutes are required.

Bradley Boe and Erin Merando request permission to take 16 Ironwood Ridge High School Photo/Yearbook Club students to Disney Leadership Seminar in Anaheim, California on February 22-25, 2023. Approximate cost of travel is \$20,904.00 and will be paid using club funds. 1 day of school will be missed and substitutes are required.

Chris and Elethia Yetman request permission to take 16 Canyon del Oro High School Academic Decathlon students to Rockwall Academic Decathlon Scrimmage in Rockwall, Texas on October 27-30, 2022. Approximate cost of travel is \$12,000.00 and will be paid using tax credit and club funds. Two days of school will be missed and substitutes are required.

BUDGET CODE KEY		
260.22.300.2210.6360.515.0000	CTE	Improvement of Instruction, Employee Training & Professional Development, Associate Superintendent Secondary Education
260.23.300.2210.6582.515.0000	CTE	Improvement of Instruction, Staff Travel, Associate Superintendent Secondary Education
305.21.100.2210.6360.281.0000	Gear-Up	Improvement of Instruction, Employee Training & Professional Development, Amphi High School
305.21.100.2210.6582.281.0000	Gear-Up	Improvement of Instruction, Staff Travel, Amphi High School
305.21.100.1001.6113.281.0000	Gear-Up	Classroom Instruction, Substitutes, Amphi High School
525.00.100.1001.6892.115.0000	Auxiliary	Classroom Instruction, Student Travel, Coronado
526.00.100.1001.6892.115.0000	Tax Credit	Classroom Instruction, Student Travel, Coronado
525.00.100.1001.6113.115.0000	Auxiliary	Classroom Instruction, Substitutes, Coronado
526.00.100.1001.6113.115.0000	Tax Credit	Classroom Instruction, Substitutes, Coronado
850.00.610.2190.6892.280.0000	Student Activities	Other Student Support Services, Student Travel, Ironwood Ridge High School
850.00.410.2790.6519.280.0000	Student Activities	Student Transportation, Student Travel, Ironwood Ridge High School
850.00.410.2790.6519.282.0000	Student Activities	Student Transportation, Student Travel, Canyon Del Oro High School
526.00.410.2790.6519.282.0000	Tax Credit	Student Transportation, Student Travel, Canyon Del Oro High School
850.00.610.2190.6892.282.0000	Student Activities	Other Student Support Services, Student Travel, Canyon Del Oro High School
526.00.610.2190.6892.282.0000	Tax Credit	Other Student Support Services, Student Travel, Canyon Del Oro High School
850.00.100.1001.6113.282.0000	Student Activities	Classroom Instruction, Substitutes, Canyon Del Oro High School

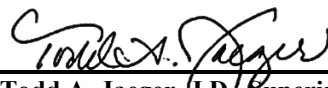
RECOMMENDATION:

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

INITIATED BY:


Matthew Munger
Associate Superintendent for Secondary Education

Date: September 2, 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): Sumaya Frick _____

SCHOOL: Wetmore

Department (opt.): CTE

DATE(S): 9/27/22-9/30/22

ACTIVITY/EVENT: ACTE Best Practices and Innovations Conference

LOCATION: 350 Quaker Rd, North Falmouth, MA, 02556

ABSENCE: # Days 4 Sub Required: ☐ Yes ☒ No

of School Days Missed 4

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>\$660.00</u>		<u>260.22.300.2210.6360.515.0000</u>
Transportation	<u>\$730.00</u>	Mode <u>Airline</u>	<u>260.23.300.2210.6582.515.0000</u>
Rental Car	<u>\$400.00</u>		<u>260.23.300.2210.6582.515.0000</u>
Meals	<u>\$171.50</u>		<u>260.23.300.2210.6582.515.0000</u>
Lodging	<u>\$600.00</u>		<u>260.23.300.2210.6582.515.0000</u>
Substitutes	<u>0.00</u>		_____
TOTAL	<u>\$2,561.50</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: : Innovative and Best Practices, Workforce Development

Outcomes and academic benefits to students and staff: I will apply knowledge gained from the following sessions that will substantively and positively impact and enhance our growing Internship programs, which will better support teachers, students and related workforce development efforts: Women and workforce development, Arizona administrators' collaborative practices for high quality CTE, Regional workforces and industry partners to meet workforce demands, Transforming campuses into workspaces, Collaboration towards Perkins V distribution, Pre-apprenticeships and innovative models, PLC in CTE, Business partners in a virtual world, Employability skills credentialing.

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

<input checked="" type="checkbox"/> Academic Content	<input type="checkbox"/> Caring	<input type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Collaboration	<input checked="" type="checkbox"/> Communication	<input checked="" 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.

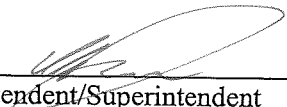
Submitted by: _____

Signature

Date

Principal/Supervisor

Date


Associate Superintendent/Superintendent

8/22/2022
Date

rev. 6/1/2022

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): Kimberly Daingkau-Begay

SCHOOL: District Offices

Department (opt.): Native American Education

DATE(S): October 4-9, 2022

ACTIVITY/EVENT: National Indian Education Association Annual Conference

LOCATION: Oklahoma City, Oklahoma

ABSENCE: # Days 6 Sub Required: ☐ Yes ☒ No # of School Days Missed 4

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>Paid by Arizona Indian Education Association (AIEA)</u>	<u>N/A</u>
Transportation	<u>Paid by AIEA</u> Mode <u> </u>	<u>N/A</u>
Rental Car	<u> </u>	<u> </u>
Meals	<u>Paid by AIEA</u>	<u>N/A</u>
Lodging	<u>Paid by AIEA</u>	<u>N/A</u>
Substitutes	<u> </u>	<u> </u>
TOTAL	<u>\$0.00</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: Will learn strategies and techniques for working with American Indian students and their families and review standards of educational excellence for American Indian students served by the educational programs within the United States.

Outcomes and academic benefits to students and staff: Will support staff in current strategies by modeling cultural involvement and knowledge to promote educational excellence for American Indian students served by AUD.

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

<input checked="" type="checkbox"/> Academic Content	<input checked="" type="checkbox"/> Caring	<input checked="" type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Collaboration	<input checked="" type="checkbox"/> Communication	<input checked="" 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

Principal/Supervisor

Date

Year Four
Work Plan Task 1.2A

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): Diana Tolton Karen Rosson

SCHOOL: Amphitheater High School

Department (opt.): Gear Up

DATE(S): September 28-October 1, 2022

ACTIVITY/EVENT: National Council of Teachers of Mathematics (NCTM) Annual Meeting and 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>\$1,106.00</u>	<u>305.21.100.2210.6360.281.0000</u>
Transportation	<u>\$760.00</u>	Mode <u>airfare/Uber or taxi/parking at airport</u> <u>305.21.100.2210.6582.281.0000</u>
Rental Car	<u> </u>	<u> </u>
Meals	<u>\$336.00</u>	<u>305.21.100.2210.6582.281.0000</u>
Lodging	<u>2,200.00</u>	<u>305.21.100.2210.6582.281.0000</u>
Substitutes	<u>\$840.00</u>	<u>305.21.100.2190.6113.281.0000</u>
TOTAL	<u>\$5,242.00</u>	

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

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

Purpose of travel: Two math teachers will attend the National Council of Teachers of Mathematics (NCTM) Annual Meeting and 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 at Amphi High School. 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 (see below for the areas).

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

<input checked="" type="checkbox"/> Academic Content	<input type="checkbox"/> Caring	<input type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Collaboration	<input checked="" 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:

Andragayli Pye
Signature

8/24/22
Date

Blenda S. Ayala
Principal/Supervisor

8.23.22
Date

[Signature]
Associate Superintendent/Superintendent

8.24.2022
Date

rev. 6/1/2022

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): Erin Lidbetter Laura Watson
 Andragayle Pye _____

SCHOOL: Amphitheater High School

Department (opt.): Gear Up

DATE(S): October 23-25, 2022

ACTIVITY/EVENT: GEAR UP West is an annual collaborative regional conference for college access and success practitioners primarily from the Western part of the United States. Participating states have included Arizona, California, Colorado, Hawaii, Idaho, Montana, New Mexico, Nevada, Oregon, Utah, Washington, and Wyoming. GEAR UP programs in these states together serve more than 200,000 low-income and historically underrepresented students and their families.

LOCATION: The GEAR UP West Conference will be held at The Hilton Hotel Salt Lake City Center located at 255 South West Temple, Salt Lake City, Utah 84101.

ABSENCE: # Days 3 Sub Required: ☐ Yes ☒ No

of School Days Missed 2

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$975.00</u>	<u>305.21.100.2210.6360.281.0000</u>
Transportation	<u>\$1,410.00</u> Mode <u>Plane/Uber/checked bag</u>	<u>305.21.100.2210.6582.281.0000</u>
Rental Car	<u>None</u>	
Meals	<u>\$180.00</u>	<u>305.21.100.2210.6582.281.0000</u>
Lodging	<u>\$875.00</u>	<u>305.21.100.2210.6582.281.0000</u>
Substitutes	<u>None</u>	
TOTAL	<u>\$3440</u>	

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

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: GEAR UP West will cover strategies and best practices to utilize with staff, students, and families of the Western GEAR UP schools to assist them in navigating the high school and college-going processes meaningfully and successfully as required by the GEAR UP grant.

Outcomes and academic benefits to students and staff: All of the above information contributes and pertains to Amphitheater's Portrait of a Graduate.

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

<input checked="" type="checkbox"/> Academic Content	<input checked="" type="checkbox"/> Caring	<input checked="" type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Collaboration	<input checked="" type="checkbox"/> Communication	<input checked="" 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:

Andia Gayle Pye
Signature

9/1/22
Date

[Signature]
Principal/Supervisor

9/1/22
Date

[Signature]
Associate Superintendent/Superintendent

8/1/22
Date

rev. 6/1/2022

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: Coronado

ESTIMATED NUMBER OF STUDENTS: 60

NAME OF SCHOOL GROUP/CLUB/ENTITY: 8th Grade / Science Department

STAFF ADVISOR(S)/CHAPERONES: Lauren Mariatt (coordinator & chaperone), Rebecca Green, JJ Letts, Kay Lewis, Jeremy Hayes, Erika Sparlin (chaperones)

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Field trip to study Earth Science and Environmental Science

DESTINATION OF TRAVEL: Grand Canyon, Page, and Sunset Crater, AZ.

DATES OF TRAVEL: April 20 - 21, 2023

ACADEMIC BENEFITS TO STUDENTS: The students will be participating in a guided tour of several areas in Arizona that relate to the Arizona science standards adopted in October, 2018. Students will have a reinforcement of the content learned in class. Students will take pictures of the land features visited and then will submit their pictures to a competition for science content.

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

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

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Charter bus- provided by the travel company Gray Line Tour Bus

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

Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$29,940.00</u>	<u>525/526.00.100.1001.6892.115.0000</u>
Transportation	<u>Included</u>	<u> </u>
Meals	<u>Included</u>	<u> </u>
Lodging	<u>Included</u>	<u> </u>
Substitutes	<u>\$1,250.00</u>	<u>525/526.00.100.1001.6113.115.0000</u>
TOTAL	<u>\$31,190.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No

IF SO, SOURCE & AMOUNTS:

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

HOW ARE CHAPERONE EXPENSES PAID? Chaperones are included in the cost of the student academic experience.

COST TO EACH STUDENT \$499.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? We are working on fundraising in a variety of ways. We have tax credit money in our account from a previous refund that will first be used to pay for the students who are selected and cannot attend. The remainder will be used to bring the per student cost down. We also have been invited to write a grant from Saddlebrooke to help bring the per student cost down. We have asked the students to tell us how much they can afford and have a fundraising goal to make sure that all eligible students have a means of attending.

FUNDING SOURCE(S): The parents/guardians will be paying for a majority of the trip. Other funding will come from tax credit, scholarship, and fundraising.

FUNDRAISING ACTIVITIES PLANNED (If applicable):

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

SUBMITTED BY:

Signature

Date

APPROVED BY:

Principal/Supervisor

Date

Associate Superintendent/Supintendent

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: IRHS Photo Yearbook Club

STAFF ADVISOR(S)/CHAPERONES: Bradley Boe, Erin Merando

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Disney Leadership Seminar

DESTINATION OF TRAVEL: Disneyland Resort, 1313 Disneyland Drive. Anaheim, California, U.S.

DATES OF TRAVEL: 2/22/2023 - 2/25/2023

ACADEMIC BENEFITS TO STUDENTS:

The Disney Youth Education Series gives students and their teachers a hands-on educational adventure throughout Disneyland and/or California Adventure. Disney Parks collection of guided field studies, available in Applied Sciences, Environmental Studies, Liberal Arts and Leadership Development, is accredited, Standards-based and designed to reinforce classroom lessons. The programs are designed to practice teamwork, critical thinking and problem solving skills.

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Mountain View Bus

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>5,400.00</u>	<u>850-00-610-1001-6892-280-0000</u>
	_____	_____
Transportation	<u>5,983.00</u>	<u>850-00-410-2790-6519-280-0000</u>
	_____	_____
Meals	<u>2,000.00</u>	<u>850-00-610-2190-6892-280-0000</u>
	_____	_____
	<u>7,241.13</u>	<u>850-00-610-2190-6892-280-0000</u>

Lodging	_____	_____
Substitutes	<u>280.00</u>	<u>850-00-100-1001-6113-280-0000</u>
TOTAL	<u>20,904.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Club funds

COST TO EACH STUDENT \$ 300.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? The Club has agreed to cover the cost of students who are not able to pay via scholarships from the club account.

FUNDING SOURCE(S): Yearbook Club Funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Senior Tribute ads placed by parents sales for the yearbook.

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

SUBMITTED BY: _____

Signature

8-5-2022

Date

APPROVED BY: _____

Principal/Supervisor

8-18-22

Date

Associate Superintendent/Superintendent

8.22.2022

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: 16

NAME OF SCHOOL GROUP/CLUB/ENTITY: Academic Decathlon

STAFF ADVISOR(S)/CHAPERONES: Chris and Elethia Yetman

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Rockwall (Texas) Academic Decathlon Scrimmage

DESTINATION OF TRAVEL: Rockwall, Texas

DATES OF TRAVEL: October 27 - 30, 2022

ACADEMIC BENEFITS TO STUDENTS: Academic Competitions

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: _____

☒ Other Airlines, host school bus, rental car

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>0</u>	_____
	\$4000.00	<u>850-00-410-2790-6519-282-0000</u>
Transportation	\$4000.00	<u>526-00-410-2790-6519-282-0000</u>
	\$250.00	<u>850-00-610-2190-6892-282-0000</u>
Meals	\$250.00	<u>526-00-610-2190-6892-282-0000</u>
	\$3000.00	<u>850-00-610-2190-6892-282-0000</u>
Lodging	_____	<u>526-00-610-2190-6892-282-0000</u>
Substitutes	\$500.00	<u>850-00-100-1001-6113-282-0000</u>
TOTAL	<u>\$12,000.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Club Funds

COST TO EACH STUDENT \$ \$500.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax Credit Donations, Club Funds, PTO Donations

FUNDING SOURCE(S): Tax Credit Donations, Fundraising, Donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Chocolate Sales, Dine Out Nights

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

SUBMITTED BY: _____

Signature

8/16/22

Date

APPROVED BY: _____

Principal/Supervisor

8/20/22

Date

Associate Superintendent/Superintendent

8/19/2022

Date