

**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): Beth Malapanes \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: CDO  
 Department (opt.): \_\_\_\_\_  
 DATE(S): 2/28-3/4/2011

ACTIVITY/EVENT: Marine Educator's Workshop

LOCATION: San Diego, CA

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	_____		_____
Transportation	_____	Mode _____	_____
Rental Car	_____		_____
Meals	_____		_____
Lodging	_____		_____
Substitutes	_____		_____
<b>TOTAL</b>	<u>0.00</u>		

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

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

Purpose of travel: This workshop is an opportunity to see how drill instructors transform our former students into U. S. Marines. Forty teachers from Arizona will take part in this all expense paid workshop.

Outcomes and academic benefits to students and staff: To be able to tell students about the Marines when they come into the library or have questions at CDO, in any classroom, or counseling office.

Submitted by: Beth Malapanes \_\_\_\_\_ 11/30/10  
 Signature Date  
Marcia Volpe \_\_\_\_\_ 12/1/10  
 Principal/Supervisor Date  
Patrick Nelson \_\_\_\_\_ 2-14-11  
 Associate Superintendent/Superintendent Date

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**THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.**

EMPLOYEE(S): Cris Robson Liane Futch

SCHOOL: IRHS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Department (opt.): Science

DATE(S): March 9-13, 2011

ACTIVITY/EVENT: National Science Teachers Association Conference

LOCATION: San Francisco, CA

ABSENCE: # Days 2 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>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$650.00</u>		140-11-100-2210-510-6360
Transportation	<u>\$1,250.00</u>	Mode <u>air</u>	140-11-100-2210-510-6582
Rental Car	_____		
Meals	<u>\$475.00</u>		140-11-100-2210-510-6582
Lodging	<u>\$2,215.00</u>		140-11-100-2210-510-6582
Substitutes	<u>\$534.00</u>		140-11-100-2210-510-6113
<b>TOTAL</b>	<b><u>\$5,124.00</u></b>		

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

Purpose of travel: Professional Development

Outcomes and academic benefits to students and staff: See Attached Proposal

Submitted by: Cris Robson & Liane Futch 2/3/11  
Signature Date

Michael Bryan 2/3/11  
Principal/Supervisor Date

Patricia Nelson 2-10-11  
Associate Superintendent/Supervisor 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): Lee Street  
\_\_\_\_\_  
\_\_\_\_\_

SCHOOL: CDO  
Department (opt.): CTE/Photo Imaging  
DATE(S): 3/10/11-3/13/11

ACTIVITY/EVENT: Society for Photographic Education

LOCATION: Atlanta, GA

ABSENCE: # Days 2 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>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$250</u>	<u>260.11.270.2210.282.6360</u>
Transportation	<u>\$435</u> Mode <u>Air</u>	<u>260.11.270.2210.282.6582</u>
Rental Car	_____	<u>260.11.270.2210.282.6582</u>
Meals	<u>\$176</u>	<u>260.11.270.2210.282.6582</u>
Lodging	<u>\$224</u>	<u>260.11.270.2210.282.6582</u>
Substitutes	<u>\$200</u>	<u>260.11.270.2210.282.6113</u>
TOTAL	<u>\$1,285</u>	

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

Purpose of travel: Attendance at this conference will allow a greater level of collaboration between peers nationally, specifically discussing different approaches to teaching creativity, and advanced concepts. We are also interested in attending demonstrations and presentations of the latest movements, trends and technology in photography that we can take back to our students

Outcomes and academic benefits to students and staff: Students will benefit when we bring back the knowledge we have learned through demonstrations and collaboration. Through observing demonstrations we will be able to share with student what is current in the photography industry now. Students will also benefit from the ideas that we pick through collaboration and borrowing other's approaches to teaching various concepts and the students will be able to learn things in our classroom in new ways.

Submitted by: Lee Street 2/14/11  
Signature Date  
Marcia Kelpo Ph 2/14/11  
Principal/Supervisor Date  
Patrick Nelson 2-14-11  
Associate Superintendent/Supervisor 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): Don Dickinson \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: IRHS  
 Department (opt.): \_\_\_\_\_

DATE(S): July 19-24, 2011

ACTIVITY/EVENT: AP Annual Conference

LOCATION: San Francisco

ABSENCE: # Days \_\_\_\_\_ 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>600</u>		140-11-100-2210-510-6360
Transportation	<u>323.80</u>	Mode _____	140-11-100-2210-510-6582
Rental Car	_____		
Meals	<u>180.00</u>		140-11-100-2210-510-6582
Lodging	<u>1,559.25</u>		140-11-100-2210-510-6582
Substitutes	_____		
TOTAL	<u>2656.63</u>		

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

Purpose of travel: Training in AP World History and AP Economics

Outcomes and academic benefits to students and staff: New curriculum changes will be brought to AP World this year and consequently we will be able to provide the most updated curriculum plan. Training will be given in AP Economics and we should be able to offer AP Economics in 2012-13.

Submitted by: Don Dickinson \_\_\_\_\_ 1/30/2011  
 Signature Date  
Michael Byrd \_\_\_\_\_ 2/1/11  
 Principal/Supervisor Date  
Patricia Nelson \_\_\_\_\_ 2-2-11  
 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: 24

NAME OF SCHOOL GROUP/CLUB/ENTITY: **IRHS Model United Nations**

STAFF ADVISOR(S)/CHAPERONES: **Erik Wolf; Chaperones: Salina Wolf and Julie Lau**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Berkeley Model United Nations Conference**

DESTINATION OF TRAVEL: **Berkeley, CA**

DATES OF TRAVEL: **3/02/11-3/06/11**

ACADEMIC BENEFITS TO STUDENTS: **Model United Nations is an opportunity for students to debate real-world issues with others from all over the country and occasionally, other nations. They have to research extensively so as to properly represent their assigned country as an UN ambassador and then take part in writing all-encompassing resolutions to problems that plague the international community.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other **air, shuttle**

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	<b><u>\$1,000</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>
Transportation	<b><u>\$11,000</u></b>	<b><u>526/850-00-100-3400-280-6519</u></b>
Meals	<b><u>\$600</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>
Lodging	<b><u>\$3,600</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>

Substitutes **\$217.00**

530-00-100-3400-280-6113

TOTAL **\$16,417**

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **none needed**  
IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

HOW ARE CHAPERONE EXPENSES PAID? **club funds**

COST TO EACH STUDENT \$ **\$200**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Those unable to pay are granted additional fundraising options or asked to be more vigilant in raising the amount needed to off-set the cost to each student.**

FUNDING SOURCE(S): **tax credits, club funds**

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
**car washes, video game tournament, candy sales, corporate donations, among others**

SUBMITTED BY: *Erik Wolf* 1/19/11  
Signature Date

APPROVED BY: *Michael Be...* 1-19-11  
Principal/Supervisor Date

*Patrick Wilson* 2-14-11  
Associate Superintendent/Supervisor Date

AMPHITHEATER PUBLIC SCHOOLS  
STAFF/STUDENT TRAVEL REQUEST

Attach supporting documentation as needed

**ORIGINAL SUBMISSION**

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SCHOOL: IRHS

ESTIMATED NUMBER OF STUDENTS: 3

NAME OF SCHOOL GROUP/CLUB/ENTITY: Ironwood Ridge High School

STAFF ADVISOR(S)/CHAPERONES: Sarah San Jule and Alissa Gopp (Student Teacher)

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Travel to the Herff Jones Yearbook Plant

DESTINATION OF TRAVEL: Logan, Utah

DATES OF TRAVEL: Thursday March 10-Saturday March 12, 2011

ACADEMIC BENEFITS TO STUDENTS: Staffers will have a chance to see how the yearbook is produced at the Herff Jones yearbook plant. It is an amazing opportunity to see all the steps that the book goes through once the pages are submitted to the plant. They are able to see from start to finish, how the book is produced and distributed, marketed, and shipped out to schools. In addition, they get to meet one-on-one with the plant president, director of marketing, the cover artist, and all of the individuals who are a part of creating our yearbook.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Airfare

Are expenses paid from any of the following accounts? Auxiliary \_\_\_\_\_ Tax Credits Yes Club Funds Yes  
Parent Organization \_\_\_\_\_

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	APPROX. COST	BUDGET CODE
Registration	<u>NA</u>	_____
	\$302.40	400.11.270.2190.280.6582
Transportation	<u>\$1,773.60</u>	<u>526/850-00-100-3400-280-6519</u>
Meals	_____	_____
Lodging	_____	_____
Substitutes	<u>\$170.00</u>	<u>400.11.270.2190.280.6113</u>
TOTAL	<u>\$2,376.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Through Club Funds (CTE will pay for Ms. San Jule)

COST TO EACH STUDENT \$ Students are only responsible for the cost of lunch/snacks each day, approx. \$30 - \$40.

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? All expenses for students and student teacher are being paid for through club funds and tax credits. CTE will cover the cost of transportation and substitute for Ms. San Jule.

FUNDING SOURCE(S): Club funds and Tax Credits

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
Senior tributes/business ads

SUBMITTED BY: Sarah San Jule 2/1/11  
Signature Date

APPROVED BY: Mubal Beyi 2/1/11  
Principal/Supervisor Date

Patricia Nelson 2-4-11  
Associate Superintendent/Superintendent Date



AMPHITHEATER PUBLIC SCHOOLS  
STAFF/STUDENT TRAVEL REQUEST

*Attach supporting documentation as needed*

**ORIGINAL SUBMISSION**

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SCHOOL: **IRHS**

ESTIMATED NUMBER OF STUDENTS: 34

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Encore Show Choir**

STAFF ADVISOR(S)/CHAPERONES: **Teresa Irwin, Deanna Story, Brian Lincoln, Victoria Story**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Burroughs Music Showcase Show Choir Competition**

DESTINATION OF TRAVEL: **John Burroughs High School, 1920 W. Clark Avenue, Burbank, CA 91506**

DATES OF TRAVEL: **March 31- April 3, 2011**

ACADEMIC BENEFITS TO STUDENTS: **Encore Show Choir will participate in a competition with schools from all over California. They will be able to see other groups and evaluate their styles and performances in comparison to ours.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other **Charter Bus**

Are expenses paid from any of the following accounts? Auxiliary yes Tax Credits yes Club Funds yes  
Parent Organization no

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	APPROX. COST	BUDGET CODE
Registration	<b><u>\$1705.00</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>
Transportation	<b><u>\$3010.00</u></b>	<b><u>526/850-00-100-3400-280-6519</u></b>
Meals	<b><u>\$2600.00</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>
Lodging	<b><u>\$1650.00</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>
Substitutes	<b><u>\$150.00</u></b>	<b><u>530-00-100-3400-280-6113</u></b>

TOTAL \$9115.00

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **no**  
IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

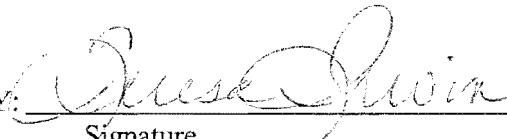
HOW ARE CHAPERONE EXPENSES PAID? **Self paid**

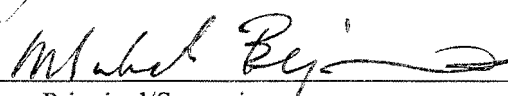
COST TO EACH STUDENT \$ **240.00**

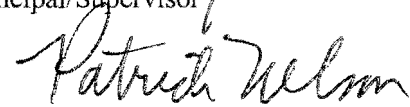
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Fundraising and some scholarships are available through tax credit donations**

FUNDING SOURCE(S): **Club account and tax credit**

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
**to be determined**

SUBMITTED BY:  1-12-11  
Signature Date

APPROVED BY:  1-12-11  
Principal/Supervisor Date

 2-11-11  
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: 54

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Band/Orchestra**

STAFF ADVISOR(S)/CHAPERONES: **(Paula Dorer, Lee Smith, Sharon Singer, Rachelle Hodge, Glen Singleton)**, Mark Hodge

ABSENCE: # Days 1-1/2 Sub Required:  Yes  No # of School Days Missed 1-1/2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Students will attend clinics for orchestra and jazz bands at Saddleback College in Mission Viejo, CA. These clinics will be run by national clinicians and will improve the overall musicianship of all ensembles who are involved.**

DESTINATION OF TRAVEL: **Anaheim, CA**

DATES OF TRAVEL: **4/28/11 - 5/01/11**

ACADEMIC BENEFITS TO STUDENTS: **Clinics will help improve the overall musicianship of all ensembles who are involved.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other **Charter Bus Company**

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	<b><u>\$9,720.00</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>
Transportation	<b><u>\$3,600.00</u></b>	<b><u>526/850-00-100-3400-280--6519</u></b>
Meals	<b><u>\$4,050.00</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>
Lodging	<b><u>\$1,400.00</u></b>	<b><u>526/850-00-100-3400-280-6892</u></b>

Substitutes \$325.50

530-00-100-3400-280-6113

TOTAL \$19,095.50

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

HOW ARE CHAPERONE EXPENSES PAID? By the chaperones

COST TO EACH STUDENT \$ 450.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Three fundraisers which have the ability for students to raise the money for them. Also we do concessions throughout the year and have some funds available for students with a low income.

FUNDING SOURCE(S): Band account

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Rock the Ridge  
Cookie Dough  
Car Emblems

SUBMITTED BY: Mark Hodge  
Signature

1/12/2011  
Date

APPROVED BY: Mark E. Byrd  
Principal/Supervisor

1/12/2011  
Date

Patrick Wilson  
Associate Superintendent/Superintendent

2-2-11  
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: 52

NAME OF SCHOOL GROUP/CLUB/ENTITY: Amphi Band and Orchestra

STAFF ADVISOR(S)/CHAPERONES: David Rogers, Janet Shipley, Sheri Woolridge, Martin Escalante

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Music competition in San Antonio, Texas

DESTINATION OF TRAVEL: San Antonio

DATES OF TRAVEL: 4/28/11-5/1/11

ACADEMIC BENEFITS TO STUDENTS: Students will be provided with a workshop and direct feedback from a leading conductor in the field. Students will also have the opportunity to explore the art and culture of San Antonio.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: \_\_\_\_\_

Other Charter Bus

Are expenses paid from any of the following accounts? Auxiliary no Tax Credits yes Club Funds yes  
Parent Organization yes

**EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)**

	APPROX. COST	BUDGET CODE
Registration	<u>n/a</u>	_____
Transportation	<u>\$7985</u>	<u>526-00-100-3400-281-6519</u>
Meals	<u>\$5200</u>	<u>526-00-100-3400-281-6892</u> <u>850-00-100-3400-281-6892</u>
Lodging	<u>11,402.04</u>	<u>Band Boosters</u>

Substitutes 125

526-00-100-3400-281-6113

TOTAL 24,712.04

WILL THE DISTRICT RECEIVE REIMBURSEMENT? n/a  
IF SO, SOURCE & AMOUNTS: \_\_\_\_\_


HOW ARE CHAPERONE EXPENSES PAID? By chaperone

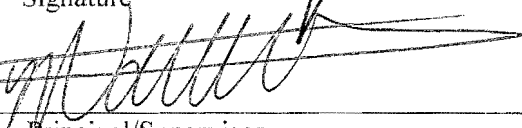
COST TO EACH STUDENT \$ 473.21


HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Band Parent and tax credit scholarships based on academics

FUNDING SOURCE(S): Band Parents, Tax Credit, Club Account

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
\_\_\_\_\_

SUBMITTED BY:  \_\_\_\_\_ 1/24/11  
Signature Date

APPROVED BY:  \_\_\_\_\_ 1/24/11  
Principal/Supervisor Date

 \_\_\_\_\_ 2-2-11  
Associate Superintendent/Superintendent Date