

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: 3

NAME OF SCHOOL GROUP/CLUB/ENTITY: JROTC

STAFF ADVISOR(S)/CHAPERONES: MAJ Bob De Witt

ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Shooting Camp, US Olympic Village

DESTINATION OF TRAVEL: Colorado Springs, CO

DATES OF TRAVEL: 4-9 Aug, 2013

ACADEMIC BENEFITS TO STUDENTS: Develop Training Ethic with US Olympic Team

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Flowing Wells JROTC Funded

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>1275</u>	<u>FW Incurred</u>
Transportation	<u>1509.10</u>	<u>FW Incurred</u>
Meals	<u>600</u>	<u>JROTC</u>
Lodging	<u>1625</u>	<u>FW Incurred</u>
Substitutes	<u>NA</u>	<u>NA</u>
TOTAL	<u>5009.10</u>	

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




HOW ARE CHAPERONE EXPENSES PAID? Via JROTC Fund Raising

COST TO EACH STUDENT \$ 100

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Students have been provided various fund raising options.

FUNDING SOURCE(S): FW JROTC

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Renaissance Fair

SUBMITTED BY:		<u>8 July, 2013</u>
	Signature	Date
APPROVED BY:		<u>7/10/13</u>
	Principal/Supervisor	Date
		<u>7/15/13</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): Monica Nelson Mike Bejarano SCHOOL: District Offices
Roseanne Lopez IT Coord. - TBD Department (opt.): School Operations
DATE(S): October 26-30, 2013

ACTIVITY/EVENT: iNACOL Blended and Online Learning Symposium

LOCATION: Orlando, Florida

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>
Registration	<u>\$1,900.00</u>	<u>140-14-100-2210-510-6360</u>
Transportation	<u>\$3,500.00</u> Mode <u>air/taxi</u>	<u>140-14-100-2210-510-6582</u>
Rental Car	_____	_____
Meals	<u>\$880.00</u>	<u>140-14-100-2210-510-6582</u>
Lodging	<u>\$3,500.00</u>	<u>140-14-100-2210-510-6582</u>
Substitutes	_____	
TOTAL	<u>\$9,780.00</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: Monica Nelson 7/2/13
Signature Date

Principal/Supervisor _____ Date _____
Patricia Nelson
Associate Superintendent/Superintendent _____ Date _____