

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

DATE OF MEETING: June 21, 2010

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Chris Gutierrez, Mick Stewart, Polly Kimminau, Christine Sullivan, Frank Kischer, and 1 other that is TBD from La Cima Middle School request permission to attend the Advancement Via Individual Determination Summer Institute in San Diego, California, July 25-30, 2010. Approximate cost of the travel is \$9,046 and will be paid for by federal funds designated for staff development and site maintenance and operations funds.

STUDENTS

Patti Schmalzel from Canyon del Oro High School requests permission to take 2 students to Denver, Colorado, July 9-11, 2010. Approximate cost of the travel is \$1,545 and will be paid for by student activity funds and state CTE funds. No school days will be missed.

Sarah San Jule and Tami Gordon from Ironwood High School request permission to take 10 students to San Diego, California, July 13-17, 2010. Approximate cost of the travel is \$9,600 and will be paid for by tax credits, student activity funds, and state CTE funds. No school days will be missed.

Travel was previously approved at the June 8, 2010 Board meeting for Dr. Roseanne Lopez from the District Offices to attend Training with a Tyler Technologies Consultant in Falmouth, Maine, June 14-17, 2010. The dates have changed and are now June 28-July 1, 2010.

**ASSOCIATE SUPERINTENDENT
SIGNATURE:**

Patrick Nelson

**SUPERINTENDENT
SIGNATURE:**

Ticki Valentine

**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): Chris Gutierrez, Mick Stewart, Polly Kimminau, Christine Sullivan -NC, Frank Kischer, 1 TBD

SCHOOL: La Cima Middle

Department (opt.): _____

DATE(S): July 25 - 30, 2010

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: San Diego, CA

ABSENCE: # Days 0 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>\$1,680</u>	<u>001-00-100-2210-165-6360</u>
Transportation	<u>\$1,560</u> Mode <u>Air</u>	<u>100-10-100-2210-165-6582</u>
Rental Car	<u>\$356.86</u>	<u>100-11-100-2210-165-6582</u>
Meals	<u>\$2,124</u>	<u>100-10-100-2210-165-6582</u>
Lodging	<u>\$2,325</u>	<u>100-10-100-2210-165-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$9,045.86</u>	

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

Purpose of travel: AVID (Advancement Via Individual Determination) training year 2 for district director, AVID Elective teachers training year one, two and three for other AVID Elective teachers and 1 content teacher.

Outcomes and academic benefits to students and staff: College prep for our underserved students (Hispanic and average achievers); qualify staff development for teachers; community support for school success; learn about equitable access to rigorous curricula for all students.

Submitted by: _____
Signature Date

Principal/Supervisor _____
Patrick Nelson 05/05/10
Date 6-6-10

**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: 2

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Culinary Arts FCCLA

STAFF ADVISOR(S)/CHAPERONES: Patti Schmalzel

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Culinary Arts course at Johnson and Wales University. Students won trip through the Careers through Culinary Arts Program (CCAP) and I will be escorting them to the class.

DESTINATION OF TRAVEL: Johnson and Wales University, Denver, Colorado

DATES OF TRAVEL: July 9, 2010 to July 11, 2010

ACADEMIC BENEFITS TO STUDENTS: Students will receive culinary arts training from one of the premiere culinary arts programs in the nation. They will return with a wealth of knowledge and skills to share with other students

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Airplane and car

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>\$ 395</u>	<u>850.00.100.3400.282.6892</u>
Transportation	<u>750</u>	<u>400.11.270.1001.282.6582</u>
Meals	<u>120</u>	<u>400.11.270.1001.282.6582</u>
Lodging	<u>280</u>	<u>400.11.270.1001.282.6582</u>
Substitutes	<u>0</u>	_____
TOTAL	<u>\$1,545</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? N/A

COST TO EACH STUDENT \$ One student won trip through CCAP. CDO Culinary Arts CTSO is paying for 2nd student (\$395 total) who was 6th in the state in CCAP Culinary Arts competition.

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Scholarships through the CDO Culinary Arts CTSO.

FUNDING SOURCE(S): Culinary Arts Events during the 2009-2010 school year.

FUNDRAISING ACTIVITIES PLANNED (If applicable):

SUBMITTED BY: Patti Schmalzer 6/9/10
Signature Date

APPROVED BY: Marcia Kolpe 6/8/10
Principal/Supervisor Date

Patrick Nelson 6-14-10
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: **IRHS**

ESTIMATED NUMBER OF STUDENTS: 10

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

STAFF ADVISOR(S)/CHAPERONES: **Sarah San Jule and Tami Gordon**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Yearbook Tech Camp**

DESTINATION OF TRAVEL: **San Diego State University**

DATES OF TRAVEL: **7/13 - 7/17/10**

ACADEMIC BENEFITS TO STUDENTS: **Students will learn how to produce a yearbook.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **Renting two 12-passenger 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>Students/1 Advisor \$7,050.00</u> <u>Advisor 550.00</u>	<u>526/850-10-100-3400-280-6892</u> <u>400-11-270-1001-280-6360</u>
Transportation	<u>\$2,000.00</u> <u>400.00</u>	<u>526/850-10-100-3400-280-6892</u> <u>400-11-270-1001-280-6582</u>
Meals	<u>0.00</u>	<u>Included in Registration</u>
Lodging	<u>0.00</u>	<u>Included in Registration</u>
Substitutes	_____	_____
TOTAL	<u>\$9,600.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? N/A

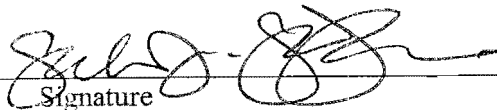
COST TO EACH STUDENT \$ 400 tax credit/club funds will cover the rest of the registration

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Students can apply for a scholarship, where yearbook club funds and left over tax credit money will be used to cover the full expenses of the camp.

FUNDING SOURCE(S): Tax credits, club funds, CTE funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):

SUBMITTED BY:


Signature

5/22/10
Date

APPROVED BY:


Principal/Supervisor

5/24/10
Date


Associate Superintendent/Supervisor

6-14-10
Date