



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

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**DATE OF MEETING:** December 5, 2023

**TITLE:** Approval of Out of State Travel

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**BACKGROUND:**

**STAFF**

Scott Little requests permission to attend Association of Governmental Risk Pools – Governance Conference on March 4-8, 2024 in Nashville, Tennessee. The cost of travel will be paid using Arizona School Risk Retention Trust funds. Five school days will be missed, and no substitutes are required.

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**RECOMMENDATION:**

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

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**INITIATED BY:**

A handwritten signature in black ink, appearing to read "Matthew Munger".

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Matthew Munger  
Associate Superintendent for Secondary Education

Date: November 27, 2023

A handwritten signature in black ink, appearing to read "Todd A. Jaeger".

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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): Scott Little \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: District Offices  
 Department (opt.): Finance  
 DATE(S): 3/4/24 - 3/8/24

ACTIVITY/EVENT: Association of Governmental Risk Pools - Governance Conference  
 LOCATION: Nashville, TN

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>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$0</u>	_____
Transportation	<u>\$0</u> Mode _____	_____
Rental Car	<u>n/a</u>	_____
Meals	<u>\$0</u> _____	
Lodging	<u>\$0</u> _____	
Substitutes	<u>n/a</u>	_____
TOTAL	<u>\$</u>	

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

Purpose of travel: Governance Conference - Participation with the Arizona School Risk Retention Trust

Outcomes and academic benefits to students and staff: The training will benefit the District/State by providing information on crucial issues relating to risk mangement. All costs to be paid for by the Arizona School Risk Retention Trust.

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

Submitted by: [Signature] \_\_\_\_\_ 11/27/23  
 Signature Date

Principal/Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
[Signature] \_\_\_\_\_ 12-27-23  
 Associate Superintendent/Supervisor Date