

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: 7

NAME OF SCHOOL GROUP/CLUB/ENTITY: CDO Advanced Photography

STAFF ADVISOR(S)/CHAPERONES: Lee Street, Katherine Street, Emery Thormure

ABSENCE: # Days 3 Sub Required:  Yes  No # of School Days Missed 3

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Photographic field trip to San Francisco and the Redwoods.

DESTINATION OF TRAVEL: Bakersfield, CA, San Francisco, CA, and Fairview, CA

DATES OF TRAVEL: 1/9/19-1/12/19

ACADEMIC BENEFITS TO STUDENTS: This trip will provide the students the opportunity to practice urban photography and architectural photography. The students have a gallery opening on 1/31 entitled, "Metropolis", that centers on the Pictorialist Movement of the later 19<sup>th</sup> and early 20<sup>th</sup> centuries.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

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

Other Van rentals-Enterprise

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>\$0</u>	_____
Transportation	<u>\$1,200.00</u>	<u>400-19-460-2710-282-6519</u>
Meals	<u>Student paid</u> <u>\$606.75</u>	<u>260-19-323-2190-282-6582</u>
Lodging	<u>\$1,500.00</u>	_____

Substitutes

\$660.00

400-19-323-2190-282-6113

**TOTAL**

**\$3966.75**

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **No**

IF SO, SOURCE & AMOUNTS: \_\_\_\_\_

HOW ARE CHAPERONE EXPENSES PAID? **CTE/Club Funds**

COST TO EACH STUDENT \$ **Meals**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Scholarship/club funds**

FUNDING SOURCE(S): **Club funds, CTE**

FUNDRAISING ACTIVITIES PLANNED (If applicable):

**Monthly gallery openings and gift shop sales.**

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

SUBMITTED BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

APPROVED BY: \_\_\_\_\_  
Principal/Supervisor

\_\_\_\_\_  
Date

*Michael Byars*

\_\_\_\_\_  
Associate Superintendent/Superintendent

*11/30/18*

\_\_\_\_\_  
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**

SCHOOL: **IRHS**

ESTIMATED NUMBER OF STUDENTS: 45

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Drama, Musical, Tech Theatre Club**

STAFF ADVISOR(S)/CHAPERONES: **Mary Dickson, Jackie Overstreet, Amy Davidson, Stacy Pincus, Mark Pincus, Jeremie Chandler**

ABSENCE: # Days 4 Sub Required:  Yes  No # of School Days Missed 1

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Disney Musical Theatre Workshop**

DESTINATION OF TRAVEL: **Anaheim, CA**

DATES OF TRAVEL: **January 17-20, 2019**

ACADEMIC BENEFITS TO STUDENTS: **To learn acting, audition, and backstage techniques from professionals in the industry. Students will compete in an essay contest reflecting on their trip and how it has benefited their craft.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

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

Other **Mountain View Tours**

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>\$10,290.00</u></b>	<b><u>526/850-00-100-1001-280-6892</u></b>
Transportation	<b><u>\$4,200.00</u></b>	<b><u>526/850-00-410-2790-280-6519</u></b>
Meals	<b><u>\$5,400.00</u></b>	<b><u>526/850-00-100-1001-280-6892</u></b>
Lodging	<b><u>\$7,200.00</u></b>	<b><u>526/850-00-100-1001-280-6892</u></b>
Substitutes	<b><u>\$220.00</u></b>	<b><u>530-00-100-3400-280-6113</u></b>

TOTAL \$27,310.00

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

HOW ARE CHAPERONE EXPENSES PAID? **Through student fees.**

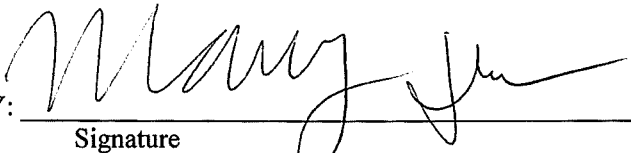
COST TO EACH STUDENT \$ **500.00**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Scholarships are available, and students will fundraise selling program advertisements.**

FUNDING SOURCE(S): **Shows and fundraisers**


FUNDRAISING ACTIVITIES PLANNED (If applicable):  
**Shows and program advertisements**

SUBMITTED BY:

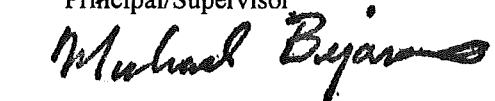
  
\_\_\_\_\_  
Signature

10/30/18  
Date

APPROVED BY:

  
\_\_\_\_\_  
Principal/Supervisor

10/18  
Date

  
\_\_\_\_\_  
Associate Superintendent/Superintendent

11/30/18  
Date

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**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: 56

NAME OF SCHOOL GROUP/CLUB/ENTITY: Amphi Orchestra, Band, Choir

STAFF ADVISOR(S)/CHAPERONES: Russ Granillo, Sonya Yount, Lorie Miller, Edward Miller, Theresa Parks

ABSENCE: # Days 3 Sub Required:  Yes  No # of School Days Missed 1

ACTIVITY / EVENT / PURPOSE OF TRAVEL: California Music Trip

DESTINATION OF TRAVEL: 25380 The Old Rd, Stevenson Ranch, CA 91381

DATES OF TRAVEL: Friday, March 15 through Sunday, March 17, 2019

ACADEMIC BENEFITS TO STUDENTS: Students will explore college and career options in music production while touring the Conservatory of the Recording Arts and Sciences. Students will get to experience performing music from Brazil via a Brazilian drum and dance workshop. They will also be learning about the history and traditions of that music. Students will learn about environmental conservation and animal habitat during a visit to the Gibbon Conservation Center. They will also see professional vocal and instrumental musicians performing the musical Cats. Students will compete for awards based on various areas of musicianship.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

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

Other Southwest Road Trips 9251 N. Moonview Pl. Tucson, AZ 85742

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>\$8,640.00</u>	<u>850/526/525-00-100-1001-281-6892</u>
Transportation	<u>\$4,590.00</u>	<u>850/526/525-00-100-1001-281-6519</u>

Meals	<u>\$3,240.00</u>	<u>850/526/525-00-100-1001-281-6892</u>
Lodging	<u>\$4,590.00</u>	<u>850/526/525-00-100-1001-281-6892</u>
Substitutes	<u>\$120.00</u>	<u>850/526/525-00-100-1001-281-6113</u>
TOTAL	<u>\$21,180.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? **No**  
 IF SO, SOURCE & AMOUNTS: **N/A**


HOW ARE CHAPERONE EXPENSES PAID? **Chaperones will pay their own expenses**


COST TO EACH STUDENT \$ **\$395.00**

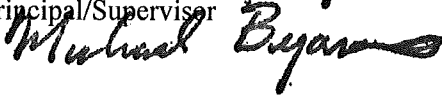
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Several opportunities for fundraising are made available to all participating students. Partial scholarships are made available to students based on need, class participation, grades and available resources.**

FUNDING SOURCE(S): **Club, Parent Organization, Tax Credit**

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
**Restaurant nights, Car Washes, U of A concession stand work.**

SUBMITTED BY:  11-19-18  
 Signature Date

APPROVED BY:  11-19-18  
 Principal/Supervisor Date

 11/30/18  
 Associate Superintendent/Superintendent Date

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**ORIGINAL SUBMISSION**

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

SCHOOL: Painted Sky

ESTIMATED NUMBER OF STUDENTS: 75

NAME OF SCHOOL GROUP/CLUB/ENTITY: Painted Sky Fifth Grade

STAFF ADVISOR(S)/CHAPERONES: Brianne Ronnie, Janet Castles, Brad McQueen Louisa Randall, Melissa Rawn, Sharon Collins, Penny Noble, Mark Hurley, Louie Martis, Chad Pletnick, Marshall Shneiderman, Rebecca Shultz, Jim Krogmeier, Hillary Larsen, Denise Handy, Sandy Fulks, Tyler Evenson, Danielle Allred, Quanna Colby, Leah Coleman, Veronica Larose, Debbi Gallo, Alicia Gestautas, Brook Lambert, Lorena Perez, Katherine Marcoux, Monica Rivera, Stephanie Rehrman, Melissa Rynders, Carrie Seegmiller, Dandi Wright, Charlie Benderson, Lynn Beard, Sheri Burd, Sam Linen, Erin Lingard Margot Talbot, Brandy Gutierrez, Mandy Iverson

ABSENCE: # Days 3 Sub Required:  Yes  No # of School Days Missed 3

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Disney YES Physics Lab and Riley Farms Civil War Experience

DESTINATION OF TRAVEL: Anaheim, California

DATES OF TRAVEL: April 29-May 1, 2019

ACADEMIC BENEFITS TO STUDENTS: 75 5th graders will travel to California for the Disney YES Properties of Motion Program and the Riley Farms Civil War Simulation. At Disney California Adventure students will learn how kinetic energy and speed are used to create attractions and gain an understanding of the real-world application of physics. Students will design coasters based on the laws of force and motion then ride a similar attraction at California Adventure and have the chance to modify their designs in Disney's Physics Lab based on their findings. They will design 3 prototypes of rides. The historical simulation at Riley Farms will depict the key events that led to the civil war. The students will take on the duties of the soldiers, reenact the battles, and arrive at historically accurate solutions. They will experience a first-hand glimpse of America's past during an historical Civil War Reenactment. The students will be put into groups where they will participate and compete in a scavenger hunt for both experiences. Prizes will be awarded for the most creative and best engineered coaster in the physics lab and for the groups that create, maintain, and accurately balance their budgets.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

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

Other Project Exploration

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

Parent Organization no

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

	APPROX. COST	BUDGET CODE
Registration	<u>\$32,625</u>	<u>525/526-00-100-1001-114-6892</u>
Transportation	_____	_____
Meals	_____	_____
Lodging	_____	_____
Substitutes	_____	_____
TOTAL	<u>\$32,625</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no

IF SO, SOURCE & AMOUNTS: The field trip is paid for with tax credit donations, fundraising, and by the parents.

HOW ARE CHAPERONE EXPENSES PAID? Chaperones will pay for themselves.

COST TO EACH STUDENT \$ 435-unless enough money is raised by donations and fundraising.

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax credits and fundraising.

FUNDING SOURCE(S): Tax credits, fundraising, and parents.

FUNDRAISING ACTIVITIES PLANNED (If applicable):

We are selling Emoji pens and LED bracelets throughout the school year, having a Kendra Scott night for 20% of the proceeds in November as well as a school yard sale. We're selling holiday grams and having a Freddy's night for 20% of the proceeds in December and February. After the first of the year we will see if other fundraisers are needed.



SUBMITTED BY: Ronnie Ronnie  
Signature

10/17/18  
Date

APPROVED BY: Mindy Brailas Odell  
Principal/Supervisor

10/21/18  
Date

Rosanne Lopez  
Associate Superintendent/Superintendent

11/20/2018  
Date

AMPHITHEATER PUBLIC SCHOOLS  
STAFF TRAVEL/CONFERENCE REQUEST

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EMPLOYEE(S): Leslie Ferre \_\_\_\_\_

SCHOOL: La Cima Middle

\_\_\_\_\_

Department (opt.): School Operations

\_\_\_\_\_

DATE(S): January 2-7, 2019

ACTIVITY/EVENT: Project Lead the Way Core Training - Automation and Robotics

LOCATION: San Diego, CA

ABSENCE: # Days 6 Sub Required:  Yes  No # of School Days Missed 1

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>\$1,200.00</u>	<u>140-19-100-2210-515-6360</u>
Transportation	<u>\$570.00</u>	Mode : <u>Car</u> <u>140-19-100-2210-515-6582</u>
Rental Car	_____	_____
Meals	<u>\$190.50</u>	<u>140-19-100-2210-515-6582</u>
Lodging	<u>\$759.90</u>	<u>140-19-100-2210-515-6582</u>
Substitutes	<u>\$110.00</u>	<u>140-19-100-2210-515-6113</u>
TOTAL	<u>\$2,830.40</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: To attend the Core Training - Automation and Robotics, San Diego, CA

Outcomes and academic benefits to students and staff: To prepare teachers with the skills and tools they need to engage, inspire, and empower students.

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

Submitted by: \_\_\_\_\_ 11/29/18  
Signature Date

Principal/Supervisor: \_\_\_\_\_  
Michael Byars  
Associate Superintendent/Superintendent

\_\_\_\_\_ Date  
11/30/18  
Date

**AMPHITHEATER PUBLIC SCHOOLS  
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EMPLOYEE(S): Erica Fox \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: CDO  
 Department (opt.): IB  
 DATE(S): June 26-29, 2019

ACTIVITY/EVENT: IB Mathematics: Applications & Interpretation Category 3 Training

LOCATION: Santa Fe, New Mexico

ABSENCE: # Days 4 Sub Required:  Yes  No # of School Days Missed 0


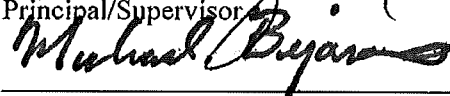
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$1,369.00</u>	<u>140-19-100-2210-510-6360</u>
Transportation	<u>\$ 800.00</u> Mode <u>airline</u>	<u>140-19-100-2210-510-6582</u>
Rental Car	<u>\$ 80.00 Shuttle</u>	<u>140-19-100-2210-510-6582</u>
Meals	<u>\$ 92.50</u>	<u>140-19-100-2210-510-6582</u>
Lodging	<u>Included</u>	_____
Substitutes	<u>0</u>	_____
TOTAL	<u>\$2,341.50</u>	

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

Purpose of travel: To receive training on major course changes and a new subject guide.

Outcomes and academic benefits to students and staff: This training will ensure the teacher fully understands new course design/learning outcomes and further develops instructional delivery and differentiating strategies to ensure students have optimal access to the curriculum.

Submitted by:  \_\_\_\_\_ 11-5-18  
 Signature Date  
 \_\_\_\_\_ 11-6-18  
 Principal/Supervisor Date  
 \_\_\_\_\_ 11/30/18  
 Associate Superintendent/Superintendent Date