

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: 28

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

STAFF ADVISOR(S)/CHAPERONES: Erik Wolf/Advisor; Marty Wenzel; Lori Gipson; Alissa McGowan; April Kozubal

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 3

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Oregon Model United Nations

DESTINATION OF TRAVEL: Eugene, OR

DATES OF TRAVEL: April 11-14, 2018

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 a UN ambassador and then take part in writing all-encompassing resolutions to problems that plague the international community. In this setting, students compete to be the best representatives of their designated nation-states. Awards range anywhere between Honorable Mention all the way up to the ultimate award of Best Delegate, which means you take home the gavel used by the chairperson during the course of the committee. Prizes can also be garnered for being the most well-researched delegation via one's pre-conference position paper. Finally, awards can also be won by schools for the summation of all attending delegates across multiple committees.

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	<u>\$2,600.00</u>	<u>526/850-00-100-1001-280-6892</u>
Transportation	<u>\$14,000.00</u>	<u>526/850-00-410-2710-280-6519</u>

Meals	\$2,400.00	526/850-00-100-1001-280-6892
	_____	_____
Lodging	\$5,500.00	526/850-00-100-1001-280-6892
	_____	_____
Substitutes	\$1,650.00	530-00-100-3400-280-6113
TOTAL	\$26,150.00	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? none needed
 IF SO, SOURCE & AMOUNTS: _____

HOW ARE CHAPERONE EXPENSES PAID? Chaperones will participate in fundraising efforts and pay the amount short of the average trip cost out of pocket.

COST TO EACH STUDENT \$ \$150 if enough tax credits are not brought in by the individual student


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; additionally, some students raise in excess of their required threshold so as to help others who are unable to meet their financial requirements.

FUNDING SOURCE(S): tax credits, club funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):
car washes, candle sales, corporate donations, restaurant nights (i.e., Chipotle), among others

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

SUBMITTED BY:  2-6-18
 Signature Date

APPROVED BY:  2/20/18
 Principal/Supervisor Date

 2/28/18
 Associate Superintendent/Superintendent Date

AMPHITHEATER PUBLIC SCHOOLS
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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: Coronado K-8

ESTIMATED NUMBER OF STUDENTS: 100

NAME OF SCHOOL GROUP/CLUB/ENTITY: 8th grade

STAFF ADVISOR(S)/CHAPERONES: Shelley Quevedo (coordinator) Chaperones: Shelley Quevedo, Robert Retherford, Kay Lewis, Leigh Anne Wright, Jeremy Hayes, Rebecca Green, Mike Pastor, Amanda Magelli, Erica Sparlin, Lauren Marlatt, Adam Upmann, and Scott Floyd.

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Field Trip to see physics in action.

DESTINATION OF TRAVEL: Knotts Berry Farm, 8039 Beach Blvd, Buena Park, CA 90620

DATES OF TRAVEL: May 3-5, 2018

ACADEMIC BENEFITS TO STUDENTS: The students will compete in the Knotts Berry Farm Physics Olympics. Prior to the trip, students will receive instruction in speed, g-forces and kinetic energy. A study guide will be developed as well. Five roller coasters on site will be used to compete. Students will calculate the kinetic energy from coasters at their highest point of fall. Students will calculate the g-forces exerted in the five roller coasters from the highest to lowest point. Students will calculate top speed. The students will work in groups of 3-4. The groups will compete for first through fourth place for a plaque. Each student will be provided a mini composition book to take data throughout the trip. Once back at school, the students will be given a class period to complete the competition. The winners will be announced on the announcements.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Bee Line 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	<u>\$9315.00</u>	<u>525/526.00.100.1001.115.6892</u>

Transportation	<u>\$10,700.00</u>	<u>525/526.00.100.1001.115.6519</u>
Meals	<u>Included</u>	_____
Lodging	<u>Included</u>	_____
Substitutes	<u>\$880.00</u>	<u>530.00.100.1001.115.6113</u>
TOTAL	<u>\$20,895.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Chaperones are free based on the enrollment of students.

COST TO EACH STUDENT \$ 210.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? We are working on fundraising in a variety of ways. The PTO is willing to help. Also, we have applied for a grant to supplement needed funds for scholarship. We have asked the students to tell us how much they can afford and have a fundraising goal to make sure that all eligible students have a means of attending.

FUNDING SOURCE(S): The parents/guardians will be paying for a majority of the trip. Other funding will come from tax credit, scholarship, and fundraising.

FUNDRAISING ACTIVITIES PLANNED (If applicable):
We will sell concessions at home games.

SUBMITTED BY: Shelley Quevedo _____
 Signature Date 2/14/18

APPROVED BY: MB
Principal/Supervisor

2/14/18
Date

Marie Kelly
Associate Superintendent/Superintendent

2/28/18
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): Dustin Peace, Steve Marshall SCHOOL: CDO
Matt Powell, Adam Rossi, Eric Rossi Department (opt.): Football
Andy Basye, Dylan Peace DATE(S): 3/23/18 - 3/25/18

ACTIVITY/EVENT: Arizona Coaches Association Clinic

LOCATION: Laughlin, NV

ABSENCE: # Days 3 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>\$200.00</u>	<u>850-00-620-2190-282-6360</u>
Transportation	<u>\$400.00</u> Mode <u>PV</u>	<u>850-00-620-2190-282-6582</u>
Rental Car	_____	_____
Meals	<u>\$600.00</u>	<u>850-00-620-2190-282-6582</u>
Lodging	<u>\$650.00</u>	<u>850-00-620-2190-282-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$1,850.00</u>	

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

Purpose of travel: Attend Arizona Coaches Association Clinic

Outcomes and academic benefits to students and staff: For coaches to learn new techniques and safety in the game of football.

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

Submitted by: Dustin Peace 2/12/18
 Signature Date
Tara Bulligh 2/27/18
 Principal/Supervisor Date
Kevin Kelly 2/28/18
 Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
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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): George Goodridge Tayler Vennard SCHOOL: IRHS
 _____ _____ Department (opt.): Sports Medicine
 _____ _____ DATE(S): 4/11/18-4/15/18

ACTIVITY/EVENT: Rocky Mountain Athletic Trainers Association Annual Symposium

LOCATION: Sheraton, 150 West, 500 South, Salt Lake City, UT

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>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$170.00</u>	<u>260-18-362-2210-280-6360</u>
Transportation	_____ Mode _____	_____
Rental Car	<u>\$450.00</u>	<u>001-00-620-1001-280-6582</u>
Meals	<u>\$441.00</u>	<u>001-00-620-1001-280-6582</u>
Lodging	<u>\$627.84</u>	<u>530-00-620-3400-280-6582</u>
Substitutes	<u>\$330.00</u>	<u>260-18-362-2210-280-6113</u>
TOTAL	<u>\$2,018.84</u>	

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

Purpose of travel: Annual conference on current trends and practices for Athletic Trainers.

Outcomes and academic benefits to students and staff: This annual conference will provide training on current issues and updated research for Athletic Trainers. This also allows AT's to get some of their CEU's to maintain state licensure and national certification.

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

Submitted by: *George Goodridge* 12 FEB 18
 Signature Date
Natalie Burnett 2/26/18
 Principal/Supervisor Date
Arnon Klein 2/27/18
 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): Julia Nicholson _____ SCHOOL: CDO
 _____ Department (opt.): Sports Medicine
 _____ DATE(S): 4/11/18-4/15/18

ACTIVITY/EVENT: Rocky Mountain Athletic Trainers Association Annual Symposium

LOCATION: Sheraton, 150 West, 500 South, Salt Lake City, UT

ABSENCE: # Days 5 Sub Required: Yes No # of School Days Missed 3

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

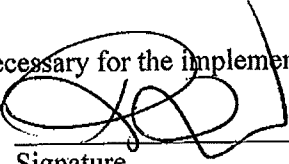
	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$85.00</u>	<u>260-18-362-2210-282-6360</u>
Transportation	_____ Mode _____	_____
Rental Car	<u>\$150.00</u>	<u>001-00-620-1001-280-6582</u>
Meals	<u>\$220.50</u>	<u>001-00-620-1001-280-6582</u>
Lodging	<u>\$627.84</u>	<u>530-00-620-3400-280-6582</u>
Substitutes	<u>\$330.00</u>	<u>260-18-362-2210-282-6113</u>
TOTAL	<u>\$1413.34</u>	

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

Purpose of travel: Annual conference on current trends and practices for Athletic Trainers.

Outcomes and academic benefits to students and staff: This annual conference will provide training on current issues and updated research for Athletic Trainers. This also allows AT's to get some of their CEU's to maintain state licensure and national certification.

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

Submitted by:  _____ Date _____
 Signature Date
Tara Bradley _____ 4/27/18
 Principal/Supervisor Date
Janice Kline _____ 4/28/18
 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): Ron Lise Nina Godlewski SCHOOL: District Offices
Rob Wolf Polly Kimminau Department (opt.): School Operations
Marni Gould Erica Fox DATE(S): 4/24/18-4/28/18

ACTIVITY/EVENT: National Council of Teachers of Mathematics (NCTM)

LOCATION: Washington, DC

ABSENCE: # Days 5 Sub Required: Yes No # of School Days Missed 4

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

APPROXIMATE COST

BUDGET CODE/DESCRIPTION

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

Registration	<u>\$3,030.00</u>		<u>140.18.100.2210.515.6360</u>
Transportation	<u>\$3,835.00</u>	Mode <u>Air</u>	<u>140.18.100.2210.515.6582</u>
Rental Car	_____		_____
Meals	<u>\$1,548.00</u>		<u>140.18.100.2210.515.6582</u>
Lodging	<u>\$4,500.00</u>		<u>140.18.100.2210.515.6582</u>
Substitutes	<u>\$2,640.00</u>		<u>140.18.100.2210.515.6113</u>
TOTAL	<u>\$15,553.00</u>		

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

Purpose of travel: To attend the National Council of Teachers of Mathematics conference.

Outcomes and academic benefits to students and staff: To improve knowledge and skills with high-quality professional development and hands-on activities.

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

Submitted by: Michael Byars 2/16/18
Signature Date

Principal/Supervisor

Date

Marni Nelson
Associate Superintendent/Supervisor

2/27/18
Date