

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: AHS

ESTIMATED NUMBER OF STUDENTS: 2

NAME OF SCHOOL GROUP/CLUB/ENTITY: Amphi Wrestling

STAFF ADVISOR(S)/CHAPERONES: 0 Amphi Chaperones; 2+ AZ/USA Wrestling Coaches

ABSENCE: # Days 6 Sub Required:  Yes  No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: AZ/USA Wrestling Junior National Dual Tournament

DESTINATION OF TRAVEL: Tulsa, OK

DATES OF TRAVEL: June 23 to June 28, 2015

ACADEMIC BENEFITS TO STUDENTS To become better wrestlers and understand academics are important for continuing wrestling careers in college.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

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

Other Airline

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	_____	_____
Transportation	<u>\$800</u>	<u>525/526-00-620-1001-281-6519</u>
Meals	_____	_____
Lodging	_____	_____
Substitutes	_____	_____
TOTAL	_____	_____

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

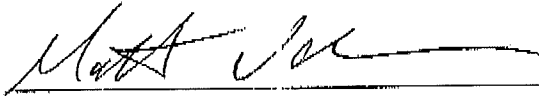
HOW ARE CHAPERONE EXPENSES PAID? n/a

COST TO EACH STUDENT \$ 0


HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax Credit, Gift & Donations

FUNDING SOURCE(S): Tax Credit & Gift & Donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):  
\_\_\_\_\_

SUBMITTED BY:   
Signature

6/22/15  
Date

APPROVED BY:   
Principal/Supervisor

6/22/15  
Date

  
Associate Superintendent/Superintendent

6-22-15  
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): Kerry Marnell \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: CDO  
 Department (opt.): IB German  
 DATE(S): July 1-4, 2015

ACTIVITY/EVENT: IB Language Training  
 LOCATION: Albuquerque, New Mexico

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

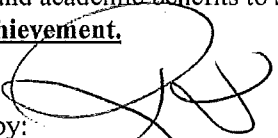
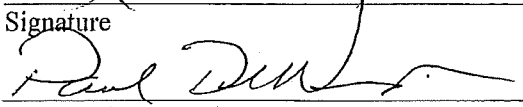
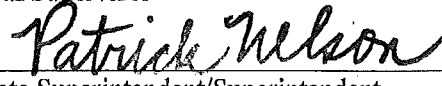
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$1329.00</u>		<u>140-15-100-2210-510-6360</u>
Transportation	<u>\$ 800.00</u>	Mode <u>airline</u>	<u>140-15-100-2210-510-6582</u>
Rental Car	<u>\$ 50.00 Cab</u>		<u>140-15-100-2210-510-6582</u>
Meals	<u>\$ 150.00</u>		<u>140-15-100-2210-510-6582</u>
Lodging	<u>Included</u>		_____
Substitutes	_____		_____
TOTAL	<u>\$2329.00</u>		

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

Purpose of travel: IB Language will prepare the new language teacher to teach the IB German course in the fall. This training is a requirement by IB in order to teach and meet the International Baccalaureate Programme requisite.

Outcomes and academic benefits to students and staff: Academic subject depth and preparedness for rigorous student achievement.

Submitted by:  \_\_\_\_\_ Date 6/10/15  
 Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Principal/Supervisor  \_\_\_\_\_ Date 6/10/15  
 Associate Superintendent/Superintendent  \_\_\_\_\_ Date 6/15/2015

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EMPLOYEE(S): Benjamin Briggs \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL: Cross Middle  
 Department (opt.): School Operations  
 DATE(S): July 6-10, 2015

ACTIVITY/EVENT: Project Lead the Way (PLTW)

LOCATION: Weber State University, 1007 W. 12<sup>th</sup> Street, Ogden, UT 84041

ABSENCE: # Days 5 Sub Required:  Yes  No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

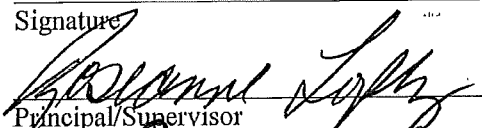
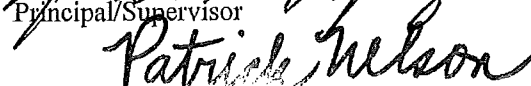
	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			<small>(Note: Tax credit contributions are District funds and require a budget code.)</small>
Registration	<u>\$1,500.00</u>		<u>140-15-100-2210-514-6360</u>
Transportation	<u>\$450.00</u>	Mode <u>Air</u>	<u>140-15-100-2210-514-6582</u>
Rental Car	_____		_____
Meals	<u>\$160.00</u>		<u>140-15-100-2210-514-6582</u>
Lodging	<u>\$570.00</u>		<u>140-15-100-2210-514-6582</u>
Substitutes	_____		_____
<b>TOTAL</b>	<b><u>\$2,680.00</u></b>		

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

Purpose of travel: Design and Modeling Training

Outcomes and academic benefits to students and staff: This is the second of two training sessions for teachers who teach the STEM engineering class at the middle school level. The training is a required component in order to use the PLTW curriculum.

Submitted by:

Signature _____	Date _____
	<u>6/15/2015</u>
Principal/Supervisor _____	Date _____
	<u>6/15/2015</u>
Associate Superintendent/Supervisor _____	Date _____