

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: 20

NAME OF SCHOOL GROUP/CLUB/ENTITY: Academic Decathlon

STAFF ADVISOR(S)/CHAPERONES: Chris and Elethia Yetman

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Academic Decathlon Competition

DESTINATION OF TRAVEL: Dallas, TX

DATES OF TRAVEL: October 23 - 26, 2014

ACADEMIC BENEFITS TO STUDENTS: Academic Competition, School exchange, Study skills development, etc.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: N/A

Other Air Travel

Are expenses paid from any of the following accounts? Auxiliary _____ Tax Credits XX Club Funds XX
Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$0</u>	_____
Transportation	<u>\$9000</u>	<u>850/526-00-100-3400-282-6519</u>
Meals	<u>\$500</u>	<u>850/526-00-100-3400-282-6892</u>
Lodging	<u>\$400</u>	<u>850/526-00-100-3400-282-6892</u>
Substitutes	<u>\$400</u>	<u>850/526-00-100-3400-282-6113</u>
TOTAL	<u>\$10,300</u>	

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

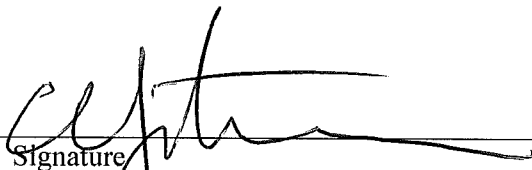
HOW ARE CHAPERONE EXPENSES PAID? Tax Credit

COST TO EACH STUDENT \$ \$500


HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax Credit Funds

FUNDING SOURCE(S): Tax Credit Funds

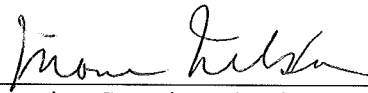
FUNDRAISING ACTIVITIES PLANNED (If applicable):
None

SUBMITTED BY: 
Signature

08/5/14
Date

APPROVED BY: 
Principal/Supervisor

8/7/14
Date


Associate Superintendent/Superintendent

8/15/14
Date

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SCHOOL: **IRHS**

ESTIMATED NUMBER OF STUDENTS: **16**

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Women's Volleyball Varsity Team**

STAFF ADVISOR(S)/CHAPERONES: **Bill Lang (Head Coach), Tim Gallagher, Kathy Franklin, Kristin Reece, Chelsea Crane, Dee Dinota, Aaron Marter**

ABSENCE: # Days **4** Sub Required: Yes No # of School Days Missed **2**

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **2014 ASICS California Challenge**

DESTINATION OF TRAVEL: **San Diego, CA**

DATES OF TRAVEL: **10/9/14 – 10/12/14**

ACADEMIC BENEFITS TO STUDENTS: **This trip is an athletic competition for the Varsity Volleyball team. Athletic activities such as this support the academic mission of the school, where studies show that student-athletes involved in such events tend to have a higher grade-point average, lower dropout rate, and fewer discipline problems than traditional students.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other _____

Are expenses paid from any of the following accounts? Auxiliary _____ Tax Credits **YES** Club Funds **YES**
Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$550.00</u>	<u>526/850-00-100-1001-280-6892</u>
Transportation	<u>\$2,750.00</u>	<u>526/850-00-100-1001-280-6519</u>
Meals	<u>\$2,050.00</u>	<u>526/850-00-100-1001-280-6892</u>
Lodging	<u>\$3,600.00</u>	<u>526/850-00-100-1001-280-6892</u>

Substitutes \$400.00

530-00-100-3400-280-6113

TOTAL \$9,350.00

WILL THE DISTRICT RECEIVE REIMBURSEMENT? ___
IF SO, SOURCE & AMOUNTS: _____

HOW ARE CHAPERONE EXPENSES PAID? Club Funds

COST TO EACH STUDENT \$ 0.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? All team members share fundraising responsibilities

FUNDING SOURCE(S): Volleyball Tax Credit monies and Club Funds

FUNDRAISING ACTIVITIES PLANNED (If applicable):

2014 Summer Volleyball Camps, Varsity Team sponsorships, cookie-dough fundraiser, Tax Credit campaign

SUBMITTED BY: _____

Signature

8/6/2014
Date

APPROVED BY: _____

Principal/Supervisor

8/6/14
Date

Associate Superintendent/Superintendent

8/18/14
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): Brice Menaugh Tony Jacobsen SCHOOL: District Offices
Marco Dominguez Brent Spencer Department (opt.): School Operations
DATE(S): 10/29-11/2, 2014

ACTIVITY/EVENT: Association for Supervision and Curriculum Development (ASCD) Annual Conference
LOCATION: Orlando, FL

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>
Registration	<u>\$1,972.00</u>	<u>140.15.100.2210.510.6360</u>
Transportation	<u>\$3,600.00</u> Mode <u>air</u>	<u>140.15.100.2210.510.6582</u>
Rental Car	_____	_____
Meals	<u>\$808.00</u>	<u>140.15.100.2210.510.6582</u>
Lodging	<u>\$2,000.00</u>	<u>140.15.100.2210.510.6582</u>
Substitutes	_____	_____
TOTAL	<u>\$8,380.00</u>	

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

Purpose of travel: To develop and enhance skills in managing new evaluations requirements, expand understanding of standards and benchmarks for performance, address new technologies to heighten student performance, and provide updates on breakthrough practices for school and district administration.

Outcomes and academic benefits to students and staff: _____

Submitted by: Deani Nelson 8/19/14
Signature Date

Principal/Supervisor Date

Associate Superintendent/Superintendent 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): Monica Nelson Natalie Burnett

SCHOOL: District Offices

Department (opt.): School Operations

DATE(S): September 28-October 1, 2014

ACTIVITY/EVENT: School Improvement Innovation Summit

LOCATION: Salt Lake City, UT

ABSENCE: # Days 4 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>\$1,098</u>		<u>140-15-100-2210-510-6360</u>
Transportation	<u>\$2,500</u>	Mode <u>air</u>	<u>140-15-100-2210-510-6582</u>
Rental Car	_____		_____
Meals	<u>\$386</u>		<u>140-15-100-2210-510-6582</u>
Lodging	<u>\$900</u>		<u>140-15-100-2210-510-6582</u>
Substitutes	_____		_____
TOTAL	<u>\$4,884</u>		

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

Purpose of travel: To explore the latest, most innovative and best practices in a forum where education and technology intersect. We will learn more about the future of personalized learning and visit an "early college high school" as well.

Outcomes and academic benefits to students and staff: see above

Submitted by: Monica Nelson 8/25/14
Signature Date

Principal/Supervisor _____ Date _____
Patrick Nelson 8-25-14
Associate Superintendent/Superintendent Date