

GOVERNING BOARD AGENDA ITEM AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: January 28, 2025

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Stephanie Hillig requests permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$2,654.00 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

Catherine Quinn and Morgann Bell request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$4,348.00 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

Heather Callies, Shari Lossou Lossavi, Ashley Anders, Lorena Cote, and Michelle Martin request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$14,892.00 and will be paid using Title I and Title II funds. No school days will be missed, and no substitutes are required.

Christopher Boknevitz and Michelle Akins request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$5,308.00 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

Kelsey Glavin, Lee Roop, Tailor West, Christine Horetski, Aurora Venhuizen, Ann McNew, Trechel Valentin, LuAnn Cox, and Abbey Klinger Akins request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$22,046.00 and will be paid using Title I and Title II funds. No school days will be missed, and no substitutes are required.

Leanne Fult requests permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$1,834.00 and will be paid using Title I funds. No school days will be missed, and no substitutes are required.

Brianna Mounts, Elizabeth Bringardt, Danielle Swartz, Landi Roark, Brenda Mendez, and Ashlee Manley-Watson request permission to attend International Technology and Engineering Educators Association (ITEEA) Conference on April 2-5, 2025 in St. Louis, Missouri. Approximate cost of travel is \$13,505.22 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

Kimberly Begay requests permission to attend National Indian Education Association Hill Week on February 10-14, 2025 in Washington, D.C. Travel expenses will be paid by National Indian Education Association. Five school days will be missed, and no substitutes are required.

Mamie Spillane, Katie Wray, Melissa Walker, Carmen Gallegos, Amber Bourg, Sandra Bigelow, Karlie Powers, and Amanda Larriva request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$17,892.00 and will be paid using Title I and Title II funds. No school days will be missed, and no substitutes are required.

Bethany Papajohn, Megan Tucker, Heather Oliver, and Caryn Wall request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$9,796.00 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

Jennifer (JJ) Letts, Andrea Fyock, Julie Ramsey, Rebecca Green, Kristin Moreno, Elyse Greenberg, Rosa Armstrong, Ruth Galindo-Rosenbaum, Lauren Marlatt, Michelle Bulisache, Shelly Quevedo, Guadalupe Garmon, Brande Golden, Joyce Daigle, and Jeremy Hayes request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$34,860.00 and will be paid using Title I and Title II funds. No school days will be missed, and no substitutes are required.

Stephanie Hayes and Andrea Klein request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$5,208.00 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

Tara Bulleigh, Jennifer Flagg, Jordan Castle, Camille Nicely, and Kimberly Kevershan request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$12,370.00 and will be paid using Title II, and Maintenance and Operations funds. No school days will be missed, and no substitutes are required.

Orante Jenkins, Rowdy Frederiksen, Emily Rios, David Garwacki, Adam Welsh, Luke Howell, Susan Steen, Shawn Garbera, and Hannah Green request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$17,166.00 and will be paid using Title II, and Maintenance and Operations funds. No school days will be missed, and no substitutes are required.

David Humphreys, Monique Berry-Kelley, Cyra Sadowl, Neely Johnson, Adam Collins, Victoria Loving, Raymond Gee, Miranda Villar-Murray, Lily Erb, and Andrea Veytia request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$19,640.00 and will be paid using Title II, and Maintenance and Operations funds. No school days will be missed, and no substitutes are required.

Samantha Doyle, Colby Tapling, Amy Bell, Kris Holt, Jennifer Campbell, Jamie Soto, Abigail Pierce, Lacy Tritz, Emily Kener, China Toto, Sarah Nichols, Taylor Brummels, Morgan Kerchner, Deborah Mounts, Gabriela Gonzalez, and Riley Gallmann request permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$37,064.00 and will be paid using Title I funds. No school days will be missed, and no substitutes are required.

Annette Orelup requests permission to attend AVID 2025 Summer Institute on June 15-18, 2025 in San Diego, California. Approximate cost of travel is \$1,674.00 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

STUDENTS

Kellie Higgins, Caitlin Grosse, Paul Avila, and James Rockow request permission to take 40 Amphi Middle School students to Project Catalina on March 4-7, 2025 in Catalina Island, California. Approximate cost of travel is \$23,760.70, and will be paid using Title I and Auxiliary funds. Four school days will be missed, and substitutes are required.

	BUDGET CODE KEY	
140.25.100.2579.6360.118.0000	Title II	Non-Instructional Training, Employee Training, Copper Creek
140.25.100.2579.6582.118.0000	Title II	Non-Instructional Training, Employee Travel, Copper Creek
140.25.100.2210.6360.118.0000	Title II	Improvement of Instruction, Employee Training, Copper Creek
140.25.100.2210.6582.118.0000	Title II	Improvement of Instruction, Employee Travel, Copper Creek

100.25.100.2210.6360.110.0000	Title I	Improvement of Instruction, Employee Training, Nash
140.25.100.2579.6360.110.0000	Title II	Non-Instructional Training, Employee Training, Nash
100.25.100.2210.6582.110.0000	Title I	Improvement of Instruction, Employee Travel, Nash
140.25.100.2579.6582.110.0000	Title II	Non-Instructional Training, Employee Travel, Nash
140.25.100.2210.6360.167.0000	Title II	Improvement of Instruction, Employee Training, Cross
140.25.100.2579.6360.167.0000	Title II	Non-Instructional Training, Employee Training, Cross
140.25.100.2210.6582.167.0000	Title II	Improvement of Instruction, Employee Travel, Cross
140.25.100.2579.6582.167.0000	Title II	Non-Instructional Training, Employee Travel, Cross
100.25.100.2210.6360.108.0000	Title I	Improvement of Instruction, Employee Training, Holaway
140.25.100.2210.6360.108.0000	Title II	Improvement of Instruction, Employee Training, Holaway
100.25.100.2579.6360.108.0000	Title I	Non-Instructional Training, Employee Training, Holaway
100.25.100.2210.6582.108.0000	Title I	Improvement of Instruction, Employee Travel, Holaway
140.25.100.2210.6582.108.0000	Title II	Improvement of Instruction, Employee Travel, Holaway
100.25.100.2579.6582.108.0000	Title I	Non-Instructional Training, Employee Travel, Holaway
100.25.100.2210.6360.116.0000	Title I	Improvement of Instruction, Employee Training, Mesa Verde
100.25.100.2210.6582.116.0000	Title I	Improvement of Instruction, Employee Travel, Mesa Verde
140.25.100.2210.6360.510.0000	Title II	Improvement of Instruction, Employee Training, Office of Learning & Instruction
140.25.100.2210.6582.510.0000	Title II	Improvement of Instruction, Employee Travel, Office of Learning and Instruction
100.25.100.2210.6360.117.0000	Title I	Improvement of Instruction, Employee Training, Rio Vista
140.25.100.2210.6360.117.0000	Title II	Improvement of Instruction, Employee Training, Rio Vista
100.25.100.2579.6360.117.0000	Title I	Non-Instructional Training, Employee Training, Rio Vista
100.25.100.2210.6582.117.0000	Title I	Improvement of Instruction, Employee Travel, Rio Vista
140.25.100.2210.6582.117.0000	Title II	Improvement of Instruction, Employee Travel, Rio Vista
100.25.100.2579.6582.117.0000	Title I	Non-Instructional Training, Employee Travel, Rio Vista
140.25.100.2210.6360.114.0000	Title II	Improvement of Instruction, Employee Training, Painted Sky
140.25.100.2579.6360.114.0000	Title II	Non-Instructional Training, Employee Training, Painted Sky
140.25.100.2210.6582.114.0000	Title II	Improvement of Instruction, Employee Travel, Painted Sky
140.25.100.2579.6582.114.0000	Title II	Non-Instructional Training, Employee Travel, Painted Sky
100.25.100.2579.6360.115.0000	Title I	Non-Instructional Training, Employee Training, Coronado
100.25.100.2210.6360.115.0000	Title I	Improvement of Instruction, Employee Training, Coronado

140.25.100.2210.6360.115.0000	Title II	Improvement of Instruction, Employee Training, Coronado
100.25.100.2579.6582.115.0000	Title I	Non-Instructional Training, Employee Travel, Coronado
100.25.100.2210.6582.115.0000	Title I	Improvement of Instruction, Employee Travel, Coronado
140.25.100.2210.6582.115.0000	Title II	Improvement of Instruction, Employee Travel, Coronado
140.25.100.2210.6360.107.0000	Title II	Improvement of Instruction, Employee Training, Harelson
140.25.100.2579.6360.107.0000	Title II	Non-Instructional Training, Employee Training, Harelson
140.25.100.2210.6582.107.0000	Title II	Improvement of Instruction, Employee Travel, Harelson
140.25.100.2579.6582.107.0000	Title II	Non-Instructional Training, Employee Travel, Harelson
140.25.100.2210.6360.282.0000	Title II	Improvement of Instruction, Employee Training, CDO
140.25.100.2579.6360.282.0000	Title II	Non-Instructional Training, Employee Training, CDO
001.00.100.2210.6360.282.0000	M & O	Improvement of Instruction, Employee Training, CDO
140.25.100.2210.6582.282.0000	Title II	Improvement of Instruction, Employee Travel, CDO
140.25.100.2579.6582.282.0000	Title II	Non-Instructional Training, Employee Travel, CDO
001.00.100.2210.6582.282.0000	M & O	Improvement of Instruction, Employee Travel, CDO
140.25.100.2210.6360.280.0000	Title II	Improvement of Instruction, Employee Training, CDO
001.00.100.2579.6360.280.0000	M & O	Non-Instructional Training, Employee Training, CDO
140.25.100.2210.6582.280.0000	Title II	Improvement of Instruction, Employee Travel, CDO
001.00.100.2579.6582.280.0000	M & O	Non-Instructional Training, Employee Travel, CDO
140.25.100.2210.6360.165.0000	Title II	Improvement of Instruction, Employee Training, La Cima
001.00.100.2210.6360.165.0000	M & O	Improvement of Instruction, Employee Training, La Cima
001.00.100.2579.6360.165.0000	M & O	Non-Instructional Training, Employee Training, La Cima
140.25.100.2210.6582.165.0000	Title II	Improvement of Instruction, Employee Travel, La Cima
001.00.100.2210.6582.165.0000	M & O	Improvement of Instruction, Employee Travel, La Cima
001.00.100.2579.6582.165.0000	M & O	Non-Instructional Training, Employee Travel, La Cima
100.25.100.2210.6360.111.0000	Title I	Improvement of Instruction, Employee Training, Prince
100.25.100.2579.6360.111.0000	Title I	Non-Instructional Training, Employee Training, Prince
100.25.100.2210.6582.111.0000	Title I	Improvement of Instruction, Employee Travel, Prince
100.25.100.2579.6582.111.0000	Title I	Non-Instructional Training, Employee Travel, Prince
140.25.100.2579.6360.109.0000	Title II	Non-Instructional Training, Employee Training, Keeling
140.25.100.2579.6582.109.0000	Title II	Non-Instructional Training, Employee Travel, Keeling
100.25.100.1001.6892.166.0000	Title I	Classroom Instruction, Student Expenses, AMS
525.00.410.2710.6519.166.0000	Auxiliary	Student Transportation, Student Travel, AMS
100.25.100.2190.6892.166.0000	Title I	Student Support Services, Student Expenses, AMS
100.25.100.1001.6105.166.0000	Title I	Classroom Instruction, Substitutes, AMS

RECOMMENDATION:

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

INITIATED BY: 7

Matthew Munger

Associate Superintendent for Secondary Education

Date: January 21, 2025

Todd A. Jaeger, J.D., Syperintender

EMPLOYEE(S): Steph	anie Hillig		SCHO	OOL: Schoo	ol / Site: Copper Creek Elementary
				Depai	rtment (opt.)	<u> </u>
				DAT	TE(S): <u>6/15</u> -	6/18/2025
ACTIVITY/EV	ENT: <u>A</u>	<u>VID</u>				
LOCATION;	San D	iego California				
ABSENCE:	# Day	s <u>4</u> Sub Require	d: Yes	⊠No	# of Scho	ol Days Missed
EXPENSES RE	EQUEST	ED: (OBTAIN RE <u>APPROXI</u>	CEIPTS FO MATE CO		<u>B</u> (Note: Tax	NSES) <u>UDGET CODE/DESCRIPTION</u> x credit contributions are District funds and udget code.)
Registra	ation	<u>\$1,050.00</u>			140.25.100	.2579.6360.118.0000
Transpoi	rtation	<u>\$ 480.00</u>		Mode <u>air</u>	140.25.100	.2579.6582.118.0000
Meals		<u>\$ 224.00</u>			140.25.100	.2579.6582.118.0000
Lodging	g	<u>\$ 900.00</u>			140.25.100	.2579.6582.118.0000
Substitu	utes					
TOTA	AL.	<u>\$2,654.00</u>				
* PO must be surpose of travel Outcomes and a Identify which of Caring Commu	ubmitted el: AVI academic character	benefits to student ristics of the Portrai	to travel to s and staff: t of Gradua Citizens	o qualify for rein Training for s Ite are specificall ship Thinking	nbursement. staff to impl	ement AVID strategies.
The travel is ne Submitted by:	Signatu	for the implementat The character of the contract of the cont	<u>-</u>	project funding th	ne travel.	25
		al/Supervisor (A) (A) (Ite Superintendent/S	Superintend	lent	Date Date	b5

EMPLOYEE(S):					ool / Site: Copper Creek Elementary
	<u>Morgann</u>	Bell (White)		Department (
				DATE(S): <u>6/15</u> -	<u>-6/18/2025</u>
ACTIVITY/EVE	NT: <u>AVID</u>				
LOCATION:	San Diego C	<u>alifornia</u>			
ABSENCE:	# Days <u>4</u>	Sub Required:	Yes ⊠No	# of Scho	ool Days Missed
EXPENSES REQ	UESTED: (OBTAIN RECEIP APPROXIMAT		<u>E</u> (Note: Ta	ENSES) BUDGET CODE/DESCRIPTION Ex credit contributions are District funds and budget code.)
Registratio	on \$2,10	0.00		140.25.100	.2210.6360.118.0000
Transportat	ion <u>\$ 90</u>	0.00	Mode <u>air</u>	140.25.100	.2210.6582.118.000
Meals	<u>\$ 44</u>	<u>8.00</u>		140.25.100	.2210.6582.118.0000
Lodging	<u>\$ 90</u> 0	<u>0.00</u>		140.25.100	.2210.6582.118.0000
Substitutes	s	_		***************************************	
TOTAL	<u>\$4,34</u>	8.00			
-	mitted and ap	not \ receive rei pproved <i>prior</i> to tra			
-			staff. Training	for staff to impl	ement AVID strategies.
			· · · · · · · · · · · · · · · · · · ·		
Identify which characteristics Caring Communateristics Problem-	ication	⊠ Ci ⊠ Cr	raduate are speci tizenship eative Thinking holarship	fically related to	this request. Collaboration Critical Thinking
Submitted by: _	ssary for the H.S.C.C.C. ignature	implementation of	f the project fundi	ng the travel,	.5
S	tephanic	2 Hillig			
0	rincipal/Supe	ervisor / erintendent/Superi	intendent	Date Date	25

EMPLOYEE(S): .	Jessica Jarrett, Mela	nie Derksen, <u>Kristen Alv</u> a	arez SCHOOL: EC Nash Elementary School
	Heather Callies,	Shari Lossou Lossavi	Department (opt.):
	Ashley Anders, Lor	ena Cote, <u>Michelle Martin</u>	DATE(S): <u>June 15th - 18th</u>
ACTIVITY/EVEN	T: AVID Summer Ins	stitute	
LOCATION: SE	n Diego, California		
ABSENCE: #	Days <u>0</u> Sub Requi	red: Yes XNo	# of School Days Missed 0
EXPENSES REQU	•	ECEIPTS FOR ALL INCU <u>(IMATE COST</u>	RRED EXPENSES) BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration			100.25.100.2210.6360.110.000 140.25.100.2579.6360.110.000
Transporta	ation <u>2800.00/</u> 400.00 /	Mode <u>air/car</u>	100.25.100.2210.6582.110.0000 / 140.25.100.2579.6582.110.0000
Rental Car			
Meals	<u>1568.00/.</u> 224.00/		100.25.100.2210.6582.110.0000 / 140.25.100.2579.6582.110.0000
Lodging	<u>1200.00/</u> <u>300.00 / .</u>		100.25.100.2210.6582.110.0000 / 140.25.100.2579.6582.110.0000
TOTAL	<u>\$14,892.00</u>		
*PO must be subm Purpose of travel:] Outcomes and acad	itted and approved <i>pri</i> Participation in AVII emic benefits to stude		imbursement.
towards AVID sch	ool-wide programs.		
Identify which char Caring Communication Problem-So	ation $lacksquare$	ait of Graduate are specifica Citizenship Creative Thinking Scholarship	lly related to this request. Collaboration Critical Thinking
The travel is necess	ary for the implement	ation of the project funding	the travel.
Submitted by: $\frac{c}{\text{Sig}}$	Fousan Ceu	nghell	$-\frac{1-13-25}{\text{Date}}$
_	~ ~		1-13-25
	ncipal/Supervisor Sociate Superintendent	/Superintendent	Date Date Date

EMPLOYEE(S):	Christopher Boknevitz	<u>z</u> SCI	HOOL: Cross Middle School
	Michelle Akins		Department (opt.):
	Appendit de la Contraction de	DA	TE(S): <u>June 15-18, 2025</u>
ACTIVITY/EVEN	T: AVID 2025 Summer	Institute	
LOCATION: S	an Diego, California		
ABSENCE:	Days <u>4</u> Sub Require	d: □Yes □No	# of School Days Missed $\underline{0}$
EXPENSES REQU	•	CEIPTS FOR ALL INCU MATE COST	RRED EXPENSES) BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registratio	on \$2,100.00		140.25.100.2210/2579.6360.167.0000
Transport	ation <u>\$ 960.00</u>	Mode <u>Airfare</u>	140.25.100.2210/2579.6582.167.0000
Meals	<u>\$ 448.00</u>		140.25.100.2210/2579.6582.167.0000
Lodging	\$ <u>1,800.00</u>		140.25.100.2210/2579.6582.167.0000
Substitute	\$0.00		
TOTAL	<u>\$5,308.00</u>		
* PO must be subr	nitted and approved prior	ve reimbursement from ou to travel to qualify for re Summer Institute profe	imbursement.
			will strengthen their understanding of AVID ure rigorous implementation toward AVID
	cation \square	t of Graduate are specifica Citizenship Creative Thinking Scholarship	ally related to this request. Collaboration Critical Thinking
The travel is neces	ssary for the implementati	ion of the project funding	the travel.
Submitted by:	gnature		1-16-2≤
			1/11/25
	rincipal/Supervisor	Symposity	Date 100

EMPLOYEE(S):	Kelsey Ryan Glavin		Lee Roop	SCHOOL: Holaway	
	Tailor Ann West	<u>Christine Marie Ho</u>	oretski DATE((S): <u>06/15/2025 - 06/18/2025</u>	
	Aurora Del Carmen	<u>Venhuizen</u>	Ann Frances	<u>McNew</u>	
	Trecel Elizabeth Val		ın Cox, Abbey M	<u>Iarie Klinger</u>	
	: 2025 AVID Summe	<u>r Institute</u>			
	n Diego, CA				
		ed: Tyes No		hool Days Missed 0	
EXPENSES REQU	ESTED: (OBTAIN RI <u>APPROX</u>	MATE COST	INCURRED EX	PENSES) BUDGET CODE/DESCRIPTION	[
Registration	$\begin{array}{c} \$1,050 \times 6 = \$6 \\ \$1,050 \times 2 = \$2 \\ \$1,050 \times 1 = \$1 \end{array}$	100.00	140.25	.100.2210.6360.108.0000 .100.2210.6360.108.0000 .100.2579.6360.108.0000	
Transporta	tion $\frac{$720 \times 6 = $4,3}{$440 \times 2 = $960}$ $\frac{$800 \times 1 = $800}{$800 \times 1}$		140.25	.100.2210.6582.108.0000 .100.2210.6582.108.0000 .100.2579.6582.108.0000	
Meals	\$224 x 6 = \$1,3 \$224 x 2 = \$445 \$224 x 1 = \$224	<u>3.00</u>	140.25	.100.2210.6582.108.0000 .100.2210.6582.108.0000 .100.2579.6582.108.0000	
Lodging	\$900 x 2 = \$1,8 \$900 x 2 = \$1,8 \$900 x 1 = \$900	00.00	140.25	.100.2210.6582.108.0000 .100.2210.6582.108.0000 .100.2579.6582.108.0000	
TOTAL	<u>\$22,046.00</u>				
* PO must be subm	(or) will not ⊠ rece itted and approved <i>prie</i> 2025 Avid Summer C	r to travel to qualify			
				gthen their understanding of AVI to ensure rigorous implementatio	
toward AVID scho		tra valuable best pr	actice strategies	to ensure rigorous implementatio	<u> </u>
Identify which char Academic (Collaborati Critical Thi	on 🗵	it of Graduate are sp Caring Communication Problem-Solving	Z	to this request. Citizenship Creative Thinking	
	ary for the implementa	tion of the project fu	nding the travel.		
Submitted by: Sig	LOMMA K C nature Trechel C	MAD Valantin		25 25	
Pri	ncipal/Supervisor		Date	25	
Δ.ς.	sociate Superimendent	Call	1/17/2 Data	25	

EMPLOYEE(S): <u>Lea</u>	nne Fult	SCHOOL: Mesa Verde
		Department (opt.):
		DATE(S): <u>June 15-18, 2025</u>
ACTIVITY/EVENT: AV	ID 2025 Summer Institute	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
	ego, California	
ABSENCE: # Days		# of School Days Missed 0
EXPENSES REQUESTE	ED: (OBTAIN RECEIPTS FOR ALL II <u>APPROXIMATE COST</u>	NCURRED EXPENSES) BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$1,050.00</u>	100.25,100.2210.6360.116.0000
Transportation	<u>\$ 560.00</u> Mode <u>air</u>	100.25.100.2210.6582.116.0000
Meals	<u>\$ 224.00</u>	<u>100.25.100.2210.6582.116.0000</u>
Lodging	<u>\$ 0</u>	(sharing a room)
Substitutes		· · · · · · · · · · · · · · · · · · ·
TOTAL	<u>\$1,834.00</u>	
* PO must be submitted a	will not receive reimbursement from approved <i>prior</i> to travel to qualify the receive in AVID Summer Institute F	for reimbursement.
	V	pants will strengthen their understanding of AVID actice strategies to ensure rigorous implementation
☐ Caring☐ Communication☐ Problem-Solving	stics of the Portrait of Graduate are spe Citizenship Creative Thinking	Collaboration Critical Thinking
Submitted by: Dac	tue Pika	1-14-25
Signatur	7	$\frac{1-14-25}{\text{Date}}$ $\frac{1-14-25}{\text{Date}}$
	- V6	<u>1-14-27</u>
	Supervisor Communication (Communication)	Date 114105
Associat	e Superintendent/Superintendent	Date '

			Academy and Kasling
EMPLOYEE(S):	Brianna Moun	<u>Elizabeth Brungardt</u>	SCHOOL: Innovation Academy and Keeling
	Danielle Swart	<u>Landi Roark</u>	Department (opt.): Office of Learning & Instruction
	Brenda Mende	z Ashlee Manley-Wats	on DATE(S): <u>April 2-5, 2025</u>
ACTIVITY/EVEN	T: International	Technology and Engineer	ring Educators Association (ITEEA) Conference
	t. Louis, Missou		
		- Required: ⊠Yes □No	# of School Days Missed 3
EXPENSES REOU	JESTED: (OBT.	AIN RECEIPTS FOR ALL	INCURRED EXPENSES)
EM ENODE TO C		PROXIMATE COST	BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registratio	on \$4,074.0	<u>0</u>	140-25-100-2210-6360-510-0000
Transport		<u>o</u> Mode <u>air</u>	140-25-100-2210-6582-510-0000
Rental Car	r		
Meals	<u>\$1,134.0</u>	<u>0</u>	<u>140-25-100-2210-6582-510-0000</u>
Lodging	<u>\$2,087.2</u>	<u>2</u>	<u>140-25-100-2210-6582-510-0000</u>
Substitute	es \$2,610. 0	<u>00</u>	<u>140-25-100-2210-6582-510-0000</u>
TOTAL			
The District will	or) will not	receive reimbursement	t from outside sources.
Purpose of travel:	: To attend the	International Technology	and Engineering Educators Association (ITEEA)
Conference.			
opportunity for	technology and eriences. This is EM education properties to the end of the en	a unique opportunity to leofessionals in a variety of	annual ITEEA conference provides an unparalleled gain comprehensive professional development and earn from and share with other technology and formats. Attendance at this conference will benefit all
Submitted by:	Signature		Date
0	Principal/Superv	isor) Intendent/Superintendent	Date 12/10/24 Date

EMPLOYEE(S): Kin	iberly <u>Begay</u>	SCHOOL: District Offices
		Department (opt.): Native American Education
		DATE(S): February 10-14, 2025
ACTIVITY/EVENT: No	ntional Indian Education Association F	<u> Iill Week</u>
LOCATION: <u>Washi</u>	ngton, DC	
ABSENCE: # Days	s <u>5</u> Sub Required: ☐Yes ☒No	# of School Days Missed 5
EXPENSES REQUEST	ED: (OBTAIN RECEIPTS FOR ALL II APPROXIMATE COST	NCURRED EXPENSES) <u>BUDGET CODE/DESCRIPTION</u> (Note: Tax credit contributions are District funds and require a budget code.)
Registration	Paid by National Indian Education	Association (NIEA) N/A
Transportation	Paid by NIEA Mode	<u>N/A</u>
Rental Car	and the same of th	
Meals	Paid by NIEA	<u>N/A</u>
Lodging	Paid by NIEA	<u>N/A</u>
Substitutes		
TOTAL	<u>\$0.00</u>	
* PO must be submitted Purpose of travel: <u>To ac</u>) will not receive reimbursement fro and approved <i>prior</i> to travel to qualify for the priorities of Native students of education sovereignty across to	or reimbursement. lents and Native communities across the nation,
		taff will network and engage with Congressional cation that will benefit Amphi Native students.
Identify which charactering Academic Conte	Communication	rifically related to this request. Citizenship Creative Thinking
The travel is necessary for	or the implementation of the project fund	ling the travel.
	Usupervisor	January 10, 2025 Date Date/ 1/6/2025
Associat	e Superintendent/Superintendent	Date'

EMPLOYEE(S): Mamie Spillane Katie Wray Melissa Walke	r Carmen Gallegos Amber Bourg Sandra Bigelow
Karlie Powers, Amanda Larriva	SCHOOL: Rio Vista Elementary
	DATE(S): <u>06/15/2025-06/18/2025</u>
ACTIVITY/EVENT:2025 AVID Summer Institute	•
LOCATION: San Diego, California	• .
ABSENCE: 4 # Days Sub Required: Yes No	0 # of School Days Missed
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRY APPROXIMATE COST	ED EXPENSES) BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration \$\frac{1,050x5=\\$5250.00}{\\$1,050x2=\\$2100.00} \\$\frac{1050x1=\\$1050.00}{\}	100.25.100.2210.6360.117.0000 140.25.100.2210.6360.117.0000 100.25.100.2579.6360.117.0000
Transportation \$400x5=\$2000.00 Mode AIR \$400x2=\$800.00 Mode AIR \$400x1=\$400.00 Mode AIR	$\frac{100.25.110.2210.6582.117.0000}{140.25.100.2210.6582.117.0000}$ $\frac{100.25.100.2579.6582.117.0000}{100.25.100.2579.6582.117.0000}$
Meals \$224x5=\$1120.00 \$224x2=\$448 \$224x1=\$224	$\frac{100.25.110.2210.6582.117.0000}{140.25.100.2210.6582.117.0000}$ $\frac{100.25.100.2579.6582.117.0000}{100.25.100.2579.6582.117.0000}$
Lodging \$\frac{\$300x3=\$900.00}{\$300x3=\$900.00}\$\$\$\frac{\$300x3=\$900.00}{\$300x3=\$900.00}\$\$\$\frac{\$300x3=\$900.00}{\$300x3=\$900.00}\$\$\$\$	$\frac{100.25.110.2210.6582.117.0000}{140.25.100.2210.6582.117.0000}$ $\frac{100.25.100.2579.6582.117.0000}{100.25.100.2579.6582.117.0000}$ $\frac{100.25.100.2579.6582.117.0000}{100.25.100.2579.6582.117.0000}$
TOTAL \$17,892.00	
The District will (or) will not receive reimbursement from outside PO must be submitted and approved prior to travel to qualify for reimbursement from outside Purpose of travel: 2025 AVID Summer Conference Outcomes and academic benefits to students and staff: Participants will on their campus and learn valuable best practice strategies to ensure Identify which characteristics of the Portrait of Graduate are specifically	oursement. Il strengthen their understanding of AVID implementation e rigorous implementation toward AVID school wide.
Academic Content	Citizenship Creative Thinking
The travel is necessary for the implementation of the project funding the Submitted by: MUST BE HAND SIGNED Signature Principal Supervisor Associate Supermendent/Superintendent	travel. $ \frac{1/22/2025}{\text{Date}} $ $ \frac{1/22/2025}{\text{Date}} $ $ \frac{1/27/2025}{\text{Date}} $

EMPLOYEE(S):	Betha	ny Papajohn	Megan Tucker	SCHO	OL: <u>Painted</u>	Sky Elementary	2
	Heat	her Oliver	Caryn Wall	Dep	artment (opt.):	
				DATE	E(S): <u>6/15/25</u>	<u>-6/18/25</u>	
ACTIVITY/EVEN	NT: <u>2025</u>	AVID Summ	<u>er Institute</u>				
LOCATION:	San Dieg	o, CA					
ABSENCE:	# Days 4	Sub Req	uired: Yes No		# of School	Days Missed 0	
EXPENSES REQ	UESTED:		ECEIPTS FOR ALL INCU OXIMATE COST	JRRED EX	BL		ESCRIPTION ons are District funds and
Registrati	ion	\$3,150.00 \$1,050.00				.2210.6360.114.00 .2579.6360.114.00	
Transporta	ation	\$1,500.00 \$ 500.00	Mode <u>Airpla</u> Mode <u>Airpla</u>			.2210.6582.114.00 .2579.6582.114.00	
Rental Ca	ar	<u>0</u>					
Meals		\$672.00 \$224.00				.2210.6582.114.00 .2579.6582.114.00	
Lodging		\$1,800.00 \$ 900.00				.2210.6582.114.0 .2579.6582.114.0	
Substitute	es	0					
TOTAL	,	<u>\$9,796.00</u>					
* PO must be subt Purpose of travel:	mitted and To parti	approved <i>pri</i> cipate in AVI	eive reimbursement from corto travel to qualify for rein to travel to qualify for rein to the profession of the professi	eimbursem <u>'essional de</u>	ent. evelopment.		
Outcomes and aca and learn valuab	demic ber le best pr	efits to studer actice strateg	nts and staff: Participants ies to ensure rigorous imp	s will stren plementati	igthen their i ion toward A	understanding of VID district-wid	f AVID implementation le.
Identify which cha	ication	s of the Portra	ait of Graduate are specific Citizenship Creative Thinking Scholarship		\boxtimes	st. Collaboration Critical Thinking	}
Submitted by:	Signature	e implements	ation of the project funding	the travel.	1/17/25 Date		
\mathcal{N}_{i}	Principal's	Supervisor	Byspalm		<u>1/17/25</u> Date		
	Associate	Superintender	nt/Superintendent	nderblichen von eine und	<u>1/17/25</u> Date		

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

		pecca Green, Kristin Moreno, Elyse Greenberg, Rosa Armstrong,
Ruth Galindo-Rosenbaum	n, Lauren Marlatt, Michelle Bulisache	<u>, Shelley Quevedo, Guadalupe Garmon, Brande Golden, Joyce</u>
Daigle, Jeremy Hayes		HOOL: <u>Coronado</u>
		DATE(S): <u>June 16-18, 2025</u>
ACTIVITY/EVENT: 2025	Advancement Via Individual Determi	nation (AVID) Summer Institute
LOCATION: San Di	ego, CA	
ABSENCE: # Day		□Yes ☑No # of School Days Missed <u>0</u>
EXPENSES REQUESTE	D: (OBTAIN RECEIPTS FOR ALL IN <u>APPROXIMATE COST</u>	CURRED EXPENSES) BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration	3,150.00 10,500.00 2,100.00	100.25.100.2579.6360.115.0000 (Non-Instructional) 100.25.100.2210.6360.115.0000 (Instructional) 140.25.100.2210.6360.115.0000 (Instructional)
Transportation	(Flights, Ground Transpor	t, Parking)
	1,350.00 4,500.00 900.00	100.25.100.2579.6582.115.0000 (Non-Instructional) 100.25.100.2210.6582.115.0000 (Instructional) 140.25.100.2210.6582.115.0000 (Instructional)
Rental Car	0	
Meals	672.00 2,240.00 448.00	100.25.100.2579.6582.115.0000 (Non-Instructional) 100.25.100.2210.6582.115.0000 (Instructional) 140.25.100.2210.6582.115.0000 (Instructional)
Lodging	2,700.00 4,500.00 1,800.00	100.25.100.2579.6582.115.0000 (Non-Instructional) 100.25.100.2210.6582.115.0000 (Instructional) 140.25.100.2210.6582.115.0000 (Instructional)
Substitutes	0	
TOTAL	\$34,860.00	

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

=======

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: To participate in AVID Summer institute Professional Development

Outcomes and academic benefits to students and staff: <u>Participants will strengthen their understanding of AVID implementation on our campus and learn valuable best practice strategies to ensure rigorous implementation toward AVID School-Wide.</u>

Identify which	characteristics of the F	Portrait	of Graduate are specifica	illy related t	o this request.
☐ Carin	g	\boxtimes	Citizenship	\boxtimes	Collaboration
	nunication	茵	Creative Thinking	$\overline{\boxtimes}$	Critical Thinking
<u> </u>	em-Solving	Ħ	Scholarship		
23 11021	J 56		•		
The travel is	necessary for the imple	mentat	ion of the project funding	the travel.	
	MOMODO			1-21-25	,
Submitted by					
	Signature 7			Date	
	MAINT			1121125	_
	Principal Supervisor	N	7	Date	
	SIMI		,	1124	25
	Associate Superinter	ident/	Superintendent	Date	

rev. 6/1/2022

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

EMPLOYEE(S): Step	hanie Hayes	SCHOOL: Harelson Elementary
<u>And</u>	<u>rea Klein</u>	Department (opt.):
		DATE(S): June 15, 2025-June 18, 2025
ACTIVITY/EVENT: AY	ID Summer Institute	
LOCATION: San Die	ego, California	
ABSENCE: # Days	4 Sub Required: ☐Yes ☒No	# of School Days Missed $ \underline{0} $
EXPENSES REQUESTS	ED: (OBTAIN RECEIPTS FOR ALL IN <u>APPROXIMATE COST</u>	ICURRED EXPENSES) BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$2,100.00</u>	140.25.100.2210/2579.6360.107.0000
Transportation	\$1,000.00 Mode <u>Air</u>	140.25.100.2210/2579.6582.107.0000
Rental Car		
Meals	<u>\$448.00</u>	140.25.100.2210/2579.6582.107.0000
Lodging	<u>\$1,800.00</u>	140.25.100.2210/2579.6582.107.0000
Substitutes	Market Market	
TOTAL	<u>\$5,208</u>	
	will not receive reimbursement from and approved <i>prior</i> to travel to qualify for summer Institute	
		nts will strengthen their understanding of AVID gorous implementation toward AVID school-wide.
Identify which characterism Academic Content Collaboration Critical Thinking	Communication	fically related to this request. Citizenship Creative Thinking
The travel is necessary for	r the implementation of the project fund	ing the travel.
Submitted by: Signature		Date
	Supervisor Superintendent/Superintendent	

rev. 6/1/2022

EMPLOYEE(S):	Tara Bulleigh	Jennifer Flagg	g SCHO	OL: <u>Cany</u>	on del Oro High School
	Jordan Castle	Camille Nicel	y Dep	oartment (o	pt.):
	Kimberly Keve	<u>rshan</u>		DATE(S)	: <u>June 15-18, 2025</u>
ACTIVITY/EVEN	NT: AVID 2025 Su	mmer Institute			
LOCATION: §	San Diego, Califor	<u>nia</u>			
ABSENCE:	# Days 4 Sub R	equired: Yes	□No	# of School	ol Days Missed 0
EXPENSES REQ		IN RECEIPTS F ROXIMATE CC	OR ALL INCURR OST	(Note: Tax	NSES) <u>UDGET CODE/DESCRIPTION</u> c credit contributions are District funds and udget code.)
Registration	\$1050 x 4= \$1050 x 1				<u>0.2210.2579.6360.282.0000</u> <u>0.2210.6360.282.0000</u>
Transport	sation <u>\$ 480 x 4=</u> <u>\$ 480 x 1 =</u>		de <u>Airfare/car</u>		0.2210/2579.6582.282.0000 0.2210.6582.282.0000
Meals		4 = \$896.00 1 = \$224.00			0.2210/2579.6582.282.0000 0.2210.6582.282.0000
Lodging	\$ 900 x 3 = \$ 900 x 1 =				0.2210/2579.6582.282.0000 0.2210.6582.282.0000
Substitutes	\$0.00			***************************************	
TOTAL	<u>\$12,370.00</u>	!			
* PO must be subn	nitted and approved	l <i>prior</i> to travel t	rsement from outsic to qualify for reimb Institute profession	ursement.	
Outcomes and aca implementation a district-wide.	demic benefits to st nd learn valuable	udents and staff: best practice st	Participants will rategies to ensure	strengthe	en their understanding of AVID mplementation toward AVID
Identify which cha Caring Communic Problem-S	cation	☐ Citizens	e Thinking	related to th	nis request. Collaboration Critical Thinking
The travel is neces	sary for the implen	entation of the p	project funding the t	ravel.	
Submitted by: $\frac{}{\overline{Sig}}$	gnature			25/25 Date	•
$\frac{1}{\text{Pr}}$	Tara Bul incipal/Supervisor	ligh		<u>1/2-3/25</u> Date	-
	Mar			1/24/8	rus
A	ssociate Superinte	ndent/Superinten	ndent	Date	

EMPLOYEE(S):	Orante Jenkins	Rowdy Frederiksen	SCHOOL: Ironwood Ridge High School
	Emily Rios	<u>David Garwacki</u>	Department (opt.):
	Adam Welsh,	Luke Howell, Susan S	
	Shawn Garbera	Hannah Greene,	DATE(S): June 15, 2025-June 18, 2025
ACTIVITY/EVEN	IT: AVID Summer	Institute 2025	
LOCATION: S	an Diego, CA		
ABSENCE: #	Days <u>0</u> Sub Ro	equired: Yes No	# of School Days Missed 0
EXPENSES REQU	JESTED: (OBTAI <u>APPI</u>	N RECEIPTS FOR ALL I ROXIMATE COST	NCURRED EXPENSES) <u>BUDGET CODE/DESCRIPTION</u> (Note: Tax credit contributions are District funds and require a budget code.)
Registratio	\$4,200.00 \$5,250.00 \$9,450.00		140.25.100.2210.6360.280.0000 001.00.100.2579.6360.280.0000
Transportation	\$1,600.00 <u>\$2,000.00</u> \$3,600.00	Mode <u>Air</u>	140.25.100.2210.6582.280.0000 001.00.100.2579.6582.280.0000
Rental Car	<u>\$0.00</u>	•	
Meals	\$1,120.00 <u>\$896.00</u> \$2,016.00		001.00.100.2210.6582.280.0000 140.25.100.2579.6582.280.0000
Lodging	\$1,200.00 \$900.00		001.00.100.2210.6892.280.0000 140.25.100.2579.6582.280.0000
Substitutes	\$2,100.00 ——		
TOTAL	<u>\$17,166.00</u>		
The District will * PO must be subm Purpose of travel:]	itted and approved	receive reimbursement from prior to travel to qualify for opment	m outside sources. or reimbursement.
Outcomes and acad learning, resulting	emic benefits to stu in an inquiry-bas	dents and staff: AVID he	lps teachers shift from delivering content facilitating
Identify which chara Caring Communica Problem-So	ation	rtrait of Graduate are speci Citizenship Creative Thinking Scholarship	fically related to this request. Collaboration Critical Thinking
The travel is necess	ary for the impleme	entation of the project fund	ing the travel.

Submitted by:	Macy Jours	<u>1/24/2025</u> Date
	Signature	1-24-25
	Principal/Supervisor	Date Date
	Associate Superintendent/Superintendent	

rev. 6/1/2022

Cyra Sadowl Neely		Monique Berry-Kelley Collins, Victoria Loving Lily Erb, Andrea Veytia	SCHOOL: <u>La Cima Middle School</u> Department (opt.): DATE(S): <u>6/15-6/18/25</u>
ACTIVITY/EVENT: <u>AV</u>	ID Summer Inst	<u>itute</u>	
LOCATION: San Die	go, CA		
ABSENCE: # Days	4 Sub Require	ed: Yes No	# of School Days Missed $ \underline{0} $
EXPENSES REQUESTE	,	ECEIPTS FOR ALL INCURF IMATE COST	RED EXPENSES) BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$10,500.00</u>		140.25.100.2210.6360.165.0000 001.00.100.2210/2579.6360.165.0000
Transportation	<u>\$4,800.00</u>	Mode <u>Air</u>	$\frac{140.25.100.2210.6582.165.0000}{001.00.100.2210/2579.6582.165.0000}$
Meals	<u>\$2,240.00</u>		$\frac{140.25.100.2210.6582.165.0000}{001.00.100.2210/2579.6582.165.0000}$
Lodging	<u>\$2,100.00</u>		<u>140.25.100.2210.6582.165.0000</u> <u>001.00.100.2210/2579.6582.165.0000</u>
Substitutes			
TOTAL	<u>\$19,640.00</u>		
	ind approved <i>prio</i>	eive reimbursement from outs or to travel to qualify for reimber institute	
Outcomes and academic 1	benefits to studen	ts and staff: To better impli	ment AVID practices.
Identify which characteris Caring Communication Problem-Solving	□ ⊠	it of Graduate are specifically Citizenship Creative Thinking Scholarship	related to this request. Collaboration Gritical Thinking
The travel is necessary fo	r the implementa	tion of the project funding the	travel.
Submitted by: Signature Principal	/Supervisor		1/21/2025 Date 1/21/2025 Date
Associat	e Superintendent	/Superintendent	1/24/2025 Date

EMPLOYEE(S): <u>Sam</u> a	antha Doyle, Colb	y Tapling, Amy Bell		SCHOOL: Prince Elementary
Kris Holt, Jennifer Cam	pbell, Jamie Soto.	Abigail Pierce	Department (opt.)	: Office of Learning & Instruction
<u>Lacy Tritz, Emily Kene</u> i	r, China Toto, Sar	ah Nichols, Taylor B	rummels,	DATE(S): June 15-18, 2025
Morgan Kerchner, Debora	<u>sh Mounts, Gabriels</u>	Gonzalez, Riley Galln	nann	
ACTIVITY/EVENT: <u>AV</u>	ID 2025 Summer	<u>Institute</u>		
LOCATION: San Die	go, California			
ABSENCE: # Days	4 Sub Required	l: ∐Yes ⊠No	# of Schoo	ol Days Missed 0
EXPENSES REQUESTE		CEIPTS FOR ALL IN MATE COST	<u>B)</u> (Note: Tax	NSES) <u>UDGET CODE/DESCRIPTION</u> ceredit contributions are District funds and udget code.)
Registration	<u>\$16,800.00</u>		100.25,10	0.2210/2579.6360.111.0000
Transportation	<u>\$ 7,680.00</u>	Mode <u>air</u>	100.25.10	0.2210/2579.6360.111.0000
Meals	<u>\$ 3,584.00</u>		100.25.10	0.2210/2579.6360,111.0000
Lodging	<u>\$9,000.00</u>		100,25,10	0,2210/2579,6360,111,0000
Substitutes	**************************************			
TOTAL	<u>\$37,064.00</u>			
	and approved <i>prior</i> rticipate in AVID benefits to students	to travel to qualify for Summer Institute preamd staff: Participa	r reimbursement, ofessional develonts will strength	
Identify which characteri Academic Conte	nt 🔲	of Graduate are speci Caring Communication Problem-Solving	fically related to t	his request. Citizenship Creative Thinking
The travel is necessary for	or the implementati	on of the project fund	ng the travel.	
Submitted by: Maintenance Signature	y Chalel	Cer	124/25 Date	
Principal	Supervijor	Pall		75
Associat	e Superintendent/S	uperintendent	Date	,

EMPLOYEE(S):	SCHO	SCHOOL: Keeling			
Annette Orelup	Depart	Department (opt.):			
	DATE	E(S): <u>June 15-18, 2025</u>			
ACTIVITY/EVENT: A	VID Summer Institute - PD				
LOCATION: San Die	go, CA				
ABSENCE: # Days	4 Sub Required: ☐Yes ☒No	# of School Days Missed na			
EXPENSES REQUESTE	D: (OBTAIN RECEIPTS FOR ALL INCUR APPROXIMATE COST	RED EXPENSES) <u>BUDGET CODE/DESCRIPTION</u> (Note: Tax credit contributions are District funds and require a budget code.)			
Registration	<u>\$1050</u>	140.25.100.2579.6360.109.0000			
Transportation	\$400 Mode Air & Taxi	<u>140.25.100.2579.6582.109.0000</u>			
Parking	Airport & Mileage	<u>140.25.100.2579.6582.109.0000</u>			
Meals	\$ <u>224</u>	<u>140.25.100.2579.6582.109.0000</u>			
Lodging		<u>140.25,100.2579.6582.109.0000</u>			
TOTAL	\$1674				
* PO must be submitted	will not receive reimbursement from out and approved <i>prior</i> to travel to qualify for rein cipation in AVID Summer Institute for Profess	abursement.			
Outcomes and academic site and learn best prac	benefits to students and staff: Strengthen un tice strategies to ensure effective implement	derstanding of AVID implementation on school ation of AVID.			
Identify which characteri Academic Conte Collaboration Critical Thinking	Communication	y related to this request. Citizenship Creative Thinking			
The travel is necessary for	or the implementation of the project funding th	ne travel.			
Submitted by: Signatur Principa	re Nette Molle I/Supervisor	1/24/25 Date 1/24/25 Date			
Associa	te Superintendent/Superintendent				

AMPHITHEATER PUBLIC SCHOOLS STAFF/STUDENT TRAVEL REQUEST

Attach supporting documentation as needed

ORIGINAL SUBMISSION

SCHOOL: AMS					
ESTIMATED NUMBER O	F STUDENTS: 40)			
NAME OF SCHOOL GRO	UP/CLUB/ENTIT	Y: Project Catali	<u>na</u>		
STAFF ADVISOR(S)/CHA	APERONES: <u>Kelli</u>	e Higgins, Caitlin	Grosse, Paul Av	rila, James Rockow	
ABSENCE: # Days 4 Su	b Required: X Yes	☐ No	# of School Days	s Missed <u>4</u>	
ACTIVITY / EVENT / PU	RPOSE OF TRAVI	EL; <u>Trip to Catal</u>	ina Island Marin	e Institute (CIMI)	
DESTINATION OF TRAV	/EL: <u>Catalina Isla</u> i	nd, California			
DATES OF TRAVEL: 3/0	4/2025-3/07/2005				
ACADEMIC BENEFITS Toceanography, astronomy	ΓΟ STUDENTS:	Extension of scie	nce curriculum, on and data ana	topics include marine lysis.	biology,
Identify which characteristi	ics of the Portrait of	f Graduate are spe	cifically related to	this event.	
Caring		Citizenship	X	Collaboration	
Communication		Creative Thinking	X	Critical Thinking	
X Problem-Solving		Scholarship			
PROPOSED METHOD OI District-owned vehicle Transportation approval: X Other Charter Bus	s	TON:			
Are expenses paid from an		accounts? Auxilia	ry Tax Cre	dits <u>X</u> Club Funds	
Parent Organization	•				

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	\$12,375.00	100.25.100.1001.6892.166.0000
Transportation	\$7,185.70	525.00.410.2710.6519.166.0000
Meals	\$300.00	100.25.100.2190.6892.166.0000
Lodging	\$2,100.00	100.25,100,2190.6892,166.0000
Substitutes	<u>\$1,800.00</u>	100.25.100.1001.6105.166.0000
TOTAL	\$ <u>23,760.70</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? Yes
IF SO, SOURCE & AMOUNTS: Student Tuition and Tax Credit Donations
* PO must be submitted and approved prior to travel to qualify for reimbursement.

HOW ARE CHAPERONE EXPENSES PAID? Included in Student Cost

COST TO EACH STUDENT \$ 675.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Scholarships are made available to those student who need them.

FUNDING SOURCE(S): Tax Credit Donations

FUNDRAISING ACTIVITIES PLANNED (If applicable):

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

SUBMITTED BY:

Signature

Date

APPROVED BY:

Principal/Supervisor

Date