

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: 20

NAME OF SCHOOL GROUP/CLUB/ENTITY: IRHS Varsity Wrestling Team

STAFF ADVISOR(S)/CHAPERONES: Tim Berrier, Paul Vasquez, Steven Montano

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Las Cruces Wrestling Invitational

DESTINATION OF TRAVEL: Las Cruces, New Mexico

DATES OF TRAVEL: 12/13-14/2013

ACADEMIC BENEFITS TO STUDENTS: Students will increase their chances for college scholarships by competing against out of state opponents.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Van Rental

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>\$300</u>	<u>526/850-00-100-3400-280-6892</u>
Transportation	<u>\$500</u>	<u>526/850-00-100-3400-280-6519</u>
Meals	_____	_____
Lodging	<u>\$400</u>	<u>526/850-00-100-3400-280-6892</u>
Substitutes	<u>\$80</u>	<u>530/850-00-100-3400-280-6113</u>

TOTAL

\$1,280

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


HOW ARE CHAPERONE EXPENSES PAID? **Self paid**

COST TO EACH STUDENT \$ **Meals \$40-\$50**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Booster club would be willing to help any students that need help with their meal money.**

FUNDING SOURCE(S): **Tax credits, wrestling club account, booster club**


FUNDRAISING ACTIVITIES PLANNED (If applicable):
Car washes, dinner/silent auction

SUBMITTED BY: 
Signature

8/23/13
Date

APPROVED BY: 
Principal/Supervisor

8/20/13
Date


Associate Superintendent/Supervisor

8/28/13
Date

AMPHITHEATER PUBLIC SCHOOLS
STAFF/STUDENT TRAVEL REQUEST

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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: IRHS

ESTIMATED NUMBER OF STUDENTS: 16

NAME OF SCHOOL GROUP/CLUB/ENTITY: IRHS Varsity Wrestling Team

STAFF ADVISOR(S)/CHAPERONES: Tim Berrier, Paul Vasquez, Steven Montano

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Las Vegas Holiday Wrestling Classic

DESTINATION OF TRAVEL: Las Vegas, Nevada

DATES OF TRAVEL: 12/19-22/2013

ACADEMIC BENEFITS TO STUDENTS: Students will increase their chances of college scholarships by competing against out of state opponents.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Rental Vans

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>\$550</u>	<u>526/850-00-100-3400-280-6892</u>
Transportation	<u>\$1,000</u>	<u>526/850-00-100-3400-280-6519</u>
Meals	_____	_____
Lodging	<u>\$1,200</u>	<u>526/850-00-100-3400-280-6892</u>
Substitutes	_____	_____

TOTAL

\$2,750

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

HOW ARE CHAPERONE EXPENSES PAID? Self paid

COST TO EACH STUDENT \$ \$80-\$100 for meals

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Booster club would be willing to help out any students that need help with their meal money.

FUNDING SOURCE(S): tax credits, wrestling club account, booster club

FUNDRAISING ACTIVITIES PLANNED (If applicable):
car washes, dinner/silent auction

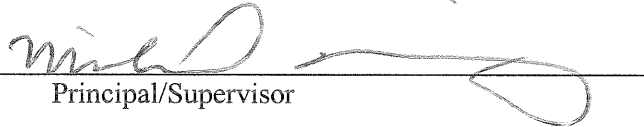
SUBMITTED BY:



Signature

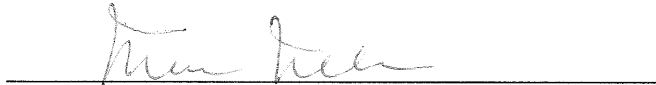
8/23/13
Date

APPROVED BY:



Principal/Supervisor

8.26.13
Date



Associate Superintendent/Superintendent

8/27/13
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): Kimberly Antos _____
Amelia Quinn _____

SCHOOL: CDO
 Department (opt.): Mathematics
 DATE(S): October 23-25, 2013

ACTIVITY/EVENT: NCTM Regional Meeting
 LOCATION: Las Vegas, NV

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



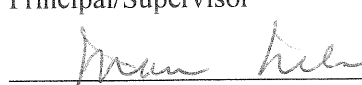
EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>601.00</u>		<u>530-00-100-2210-282-6360</u>
Transportation	<u>self pay</u>	Mode <u>car</u>	_____
Rental Car	_____		_____
Meals	<u>self pay</u>		_____
Lodging	<u>self pay</u>		_____
Substitutes	<u>450.00</u>		<u>530-00-100-1001-282-6113</u>
TOTAL	<u>1051.00</u>		

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

Purpose of travel: Teachers will be attending NCTM regional meetings

Outcomes and academic benefits to students and staff: Teachers will attend sessions that will allow them to learn practices central to teaching the Common Core State Standards, discover ways to include 21st Century learning in the math classroom, explore new and effective differentiated instruction methods, and refine assessment techniques.

Submitted by:  Amelia Quinn 8-22-13
 Signature Date
 8/22/13
 Principal/Supervisor Date
 9/3/13
 Associate Superintendent/Supervisor Date