

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: 16

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

STAFF ADVISOR(S)/CHAPERONES: Bill Lang (Head coach), Kathy Franklin, Mark Metrakos, Aaron Marter

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed NONE (Spring Break)

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 2015 La Jolla Beach city Boys Invitational

DESTINATION OF TRAVEL: San Diego, CA

DATES OF TRAVEL: 03/19/2015 - 03/22/2015 (Competition is on 3/20 & 3/21)

ACADEMIC BENEFITS TO STUDENTS: This trip is an athletic competition for the Varsity Men's 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 Club Funds
Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$525.00</u>	<u>526/850-00-100-1001-280-6892</u>
Transportation	<u>\$2,750.00</u>	<u>526/850-00-100-1001-280-6515</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 0.00 _____
TOTAL \$ 8,925.00

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

HOW ARE CHAPERONE EXPENSES PAID? In Budget: 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):
Varsity Team sponsorships; popcorn fundraiser; Tax Credit campaign.

SUBMITTED BY: [Signature] 1/28/2015
Signature Date

APPROVED BY: Natalie A Brunett 1/28/15
Principal/Supervisor Date

[Signature] 2/2/15
Associate Superintendent/Superintendent Date

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: 18

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

STAFF ADVISOR(S)/CHAPERONES: **Erik Wolf-advisor, Juliana Scrivner-faculty chaperone**

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed 1

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Miami International Conference for the Simulation of the United Nations**

DESTINATION OF TRAVEL: **Miami, FL**

DATES OF TRAVEL: **afternoon/evening April 16, 2015---late night April 19, 2015**

ACADEMIC BENEFITS TO STUDENTS: **Model United Nations is an opportunity for students to compete by debating 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.**

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>\$500</u>	<u>526/850-00-100-1001-280-6892</u>
Transportation	<u>13,000</u>	<u>526/850-00-100-1001-280-6519</u>
Meals	<u>600</u>	<u>526/850-00-100-1001-280-6892</u>
Lodging	<u>3,300</u>	<u>526/850-00-100-1001-280-6892</u>

Substitutes

400

530-00-100-3400-280-6113

TOTAL

\$17,800

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

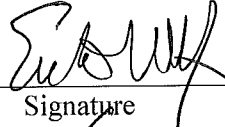
HOW ARE CHAPERONE EXPENSES PAID? only faculty members attending; will aid in fundraisers

COST TO EACH STUDENT \$ \$100 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

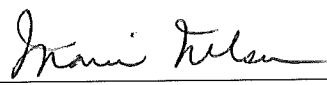
FUNDRAISING ACTIVITIES PLANNED (If applicable):
car washes, candle sales, corporate donations, restaurant nights (i.e., Chipotle), among others

SUBMITTED BY: 
Signature

1-26-15
Date

APPROVED BY: 
Principal/Supervisor

1/27/15
Date


Associate Superintendent/Supervisor

2/2/15
Date

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: 3

NAME OF SCHOOL GROUP/CLUB/ENTITY: Veterans Heritage Project

STAFF ADVISOR(S)/CHAPERONES: Marti Wenzel and Ken George

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Visit to Valley Forge, PA. Mission is to educate and inspire an awareness of the principles upon which the U.S. was founded and the responsibilities of citizens in a free society. Trip is sponsored by the Freedoms Foundation organization.

DESTINATION OF TRAVEL: Valley Forge, PA

DATES OF TRAVEL: April 23-26, 2015

ACADEMIC BENEFITS TO STUDENTS: Instill first-hand knowledge and experience with respect to our national heritage and ideals.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Airplane

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>0</u>	<u>N/A</u>
Transportation	<u>0</u>	<u>N/A</u>
Meals	<u>0</u>	<u>N/A</u>
Lodging	<u>0</u>	<u>N/A</u>
Substitutes	<u>\$200.00</u>	<u>530-00-100-1001-280-6113</u>

TOTAL

\$200.00

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

HOW ARE CHAPERONE EXPENSES PAID? N/A

COST TO EACH STUDENT \$ 200.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? N/A

FUNDING SOURCE(S): N/A

FUNDRAISING ACTIVITIES PLANNED (If applicable):

SUBMITTED BY: _____

Signature

1/20/15

Date

APPROVED BY: _____

Principal/Supervisor

1/21/15

Date

Marie Nelson

Associate Superintendent/Superintendent

2/2/15

Date

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: 36

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Encore Show Choir**

STAFF ADVISOR(S)/CHAPERONES: **Cathy Harris, Mark Hodge, Mary Dickson, Nikki Tilicki, Melanie Jarvis**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Anaheim Heritage Festival Choir Competition**

DESTINATION OF TRAVEL: **Anaheim, CA**

DATES OF TRAVEL: **April 30, 2015 - May 3, 2015**

ACADEMIC BENEFITS TO STUDENTS: **Students will be competing at the National Show Choir and Concert Choir Heritage Festival. National judges will give a formal score as well as do a workshop with the students. Students will watch approximately 5 other performances including a professional ensemble from the Anaheim area. Students will have the opportunity to tour at least one state University Music department, and work with a college music professor.**

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other **American Explorer Motorcoach, and/or Southwest Airlines**

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>\$1000</u>	<u>525/526/850-00-100-1001-280-6892</u>
Transportation	<u>\$6,000</u>	<u>525/526/850-00-100-1001-280-6519</u>
Meals	<u>\$3600</u>	<u>525/526/850-00-100-1001-280-6892</u>
Lodging	<u>\$11,783</u>	<u>525/526/850-00-100-1001-280-6892</u>

Substitutes \$651.00

530-00-100-3400-280-6113

TOTAL \$23,034

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

HOW ARE CHAPERONE EXPENSES PAID? Chaperones cover cost of half of the trip, Student Club account pays for the rest.

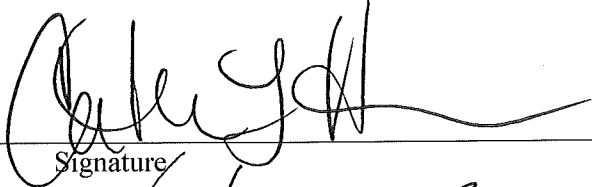
COST TO EACH STUDENT \$ Between \$500-600 depending on final costs.

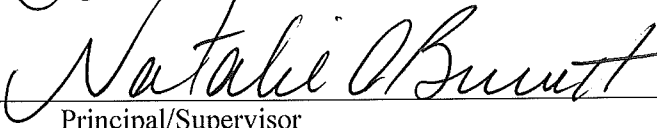
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Fundraisers have been done for 6 months. Tax credit funds can be used as necessary.

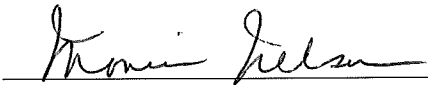
FUNDING SOURCE(S): Club account, tax credit

FUNDRAISING ACTIVITIES PLANNED (If applicable):

University of Arizona concessions; Butterbraids sales; See's Candies sales; profit nights at local restaurants; Movie night fundraisers.

SUBMITTED BY:  1/28/15
Signature Date

APPROVED BY:  1/28/15
Principal/Supervisor Date

 2/2/15
Associate Superintendent/Supervisor Date

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: Coronado K-8

ESTIMATED NUMBER OF STUDENTS: 80

NAME OF SCHOOL GROUP/CLUB/ENTITY: Advanced Band, Orchestra, & Choir

STAFF ADVISOR(S)/CHAPERONES: Darcie Al-Rijab, David Goldscheid, Haley Heaps, Gerad Ball, Haitham Al-Rijab, Rebecca Edwards, Michelle Goodman and Glenda Arffa

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Workshop/Performance

DESTINATION OF TRAVEL: Anaheim, CA

DATES OF TRAVEL: 05/08/2015-05/10/2015

ACADEMIC BENEFITS TO STUDENTS: The Coronado K-8 Band/Choir & Orchestra students will be participating in a musical performance workshop during the trip to California in May. They will sight read two or three music selections, and will be directed by professional musicians to improve their skills. The directors will focus on music vocabulary, rhythm accuracy, tone production, phrasing and dynamics. They will also learn to perform with click tracks, using head phones. The group will record their live performance to create a professional quality sound track. Students will create and compete in a Jeopardy game to demonstrate their knowledge of music vocabulary and music theory learned during the workshop. Students will also use information gained from the workshop in future competitions.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Bee Line

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$14,935.00</u>	<u>525/526 00 100 1001 115 6892</u>
Transportation	<u>\$6,200.00</u>	<u>525 00 100 1001 115 6519</u>

Meals	<u>\$2,760.00</u>	<u>525 00 100 1001 115 6892</u>
Lodging	<u>\$10,169.80</u>	<u>525 00 100 1001 115 6892</u>
Substitutes	<u>\$300.00</u>	<u>525 00 100 1001 115 6113</u>
TOTAL	<u>\$34,364.80</u>	

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

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


COST TO EACH STUDENT \$ **350.00**

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Scholarships**

FUNDING SOURCE(S): **Site Council and Performing Arts Booster**

FUNDRAISING ACTIVITIES PLANNED (If applicable):

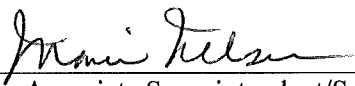
Boosters will be holding on/off campus fundraisers for the field trip; however, fundraisers have not been determined.

SUBMITTED BY: 
 Signature

1/13/15
 Date

APPROVED BY: 
 Principal/Supervisor

1/13/15
 Date


 Associate Superintendent/Supintendent

1/21/15
 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): Joseph Paddock

SCHOOL: District Offices

Department (opt.): Interscholastics

DATE(S): February 20 - 23, 2015

ACTIVITY/EVENT: To attend the USA Football National Conference

LOCATION: Indianapolis, IN

ABSENCE: # Days 4 Sub Required: Yes No

of School Days Missed 2

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u>
Registration	<u>0.00</u>	<u>N/A</u>
Transportation	<u>0.00</u> Mode _____	<u>N/A</u>
Rental Car	<u>0.00</u>	<u>N/A</u>
Meals	<u>0.00</u>	<u>N/A</u>
Lodging	<u>0.00</u>	<u>N/A</u>
Substitutes	_____	_____
TOTAL	<u>All Expenses Paid for by USAFB.</u>	

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

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

Purpose of travel: To learn the latest information on coaching education, player safety and Heads up Football.

Outcomes and academic benefits to students and staff: To learn about the newest concussion information for player safety and coaching education.

Submitted by: Joseph Paddock 1/29/15
Signature Date

Principal/Supervisor Date
James Nelson 2/2/15
Associate Superintendent/Superintendent Date