



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **December 17, 2014**

TITLE: **Approval of Out of State Travel**

BACKGROUND:

STUDENTS

Laonna Davis, Lisa Johnson, Susan Leader, Veronica Crider, Erin Woodall, Becky Curtis, Marina Ritzen, Laura Raymundo, Mari Hinojosa, and Cheryl Smith from Canyon del Oro High School request permission to take 34 students from Canyon Singers to Anaheim, California, February 27-March 2, 2015. Approximate cost of the travel is \$14,100 and will be paid for by student activity funds and tax credit donations. Four school days will be missed and substitutes are required.

Christy Talmage, Sharon Silvas, David Linn, Adrian Hannah, Gretchen Witt, Karl Pieroway, Patty Grube, AJ Lapore, Lisa Boyer, Nancy McKearney, Kathy Tuiasosopo, Glenda Arffa, France Pitts, Michelle Rapp, Taren Talmage, Lynda Edoff, Kelly Abeyta, Kerry Golden, Kristin Behrens, and MaryBeth Gray from Wilson K-8 School request permission to take 200 students from the 8th Grade Science class to Los Angeles, California, May 13-15, 2015. Approximate cost of the travel is \$75,000 and will be paid for by auxiliary funds and tax credit donations. Three school days will be missed and substitutes are not required.

STAFF

Roseanne Lopez, Carol Tracy, and Gerad Ball from the District Offices, Mesa Verde, and Coronado K-8 School request permission to attend the NAESP – National Association of Elementary School Principals Conference in Long Beach, California, June 29-July 2, 2015. Approximate cost of the travel is \$5,160 and will be paid for by federal funds designated for staff development.

Todd Jaeger from the District Offices requests permission to attend the National School Public Relations Association (NSPRA) 2015 National Conference in Nashville, Tennessee, July 11-15, 2015. Approximate cost of the travel is \$2,190 and will be paid for by site maintenance and operations funds designated for staff development.

Patrick Nelson and Mindy Blake from the District Offices request permission to attend the National School Public Relations Association (NSPRA) 2015 National Conference in Nashville, Tennessee, July 11-15, 2015. Approximate cost of the travel is \$4,210 and will be paid for by federal funds and site maintenance and operations funds designated for staff development.

BUDGET CODE KEY		
526-00-100-1001-282-6892	Tax Credit	Classroom instruction, CDO, student travel
850-00-100-1001-282-6892	Student Activity	Classroom instruction, CDO, student travel
526-00-100-1001-282-6519	Tax Credit	Classroom instruction, CDO, student transportation
850-00-100-1001-282-6519	Student Activity	Classroom instruction, CDO, student transportation
526-00-100-1001-282-6113	Tax Credit	Classroom instruction, CDO, substitutes
850-00-100-1001-282-6113	Student Activity	Classroom instruction, CDO, substitutes
525-00-100-1001-168-6892	Auxiliary	Classroom instruction, Wilson, student travel
526-00-100-1001-168-6892	Tax Credit	Classroom instruction, Wilson, student travel

140-15-100-2210-514-6360	Title II	Staff development, Wetmore, staff registration
140-15-100-2210-514-6582	Title II	Staff development, Wetmore, staff travel
001-00-100-2579-505-6360	M&O	Classified training, Wetmore, staff registration
001-00-100-2579-505-6582	M&O	Classified training, Wetmore, staff travel
140-15-100-2210-501-6360	Title II	Staff development, Wetmore, staff registration
140-15-100-2210-501-6582	Title II	Staff development, Wetmore, staff travel
001-00-100-2579-505-6360	M&O	Classified training, Wetmore, staff registration
001-00-100-2579-505-6582	M&O	Classified training, Wetmore, staff travel

RECOMMENDATION:

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

INITIATED BY:

Monica Nelson

Monica Nelson, Associate Superintendent

Date: December 12, 2014

Patrick Nelson

Patrick Nelson, Superintendent

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: 34

NAME OF SCHOOL GROUP/CLUB/ENTITY: Canyon Singers

STAFF ADVISOR(S)/CHAPERONES: Laonna Davis, Lisa Johnson, Susan Leader, Veronica Crider, Erin Woodall, Becky Curtis, Marina Ritzen, Laura Raymundo, Mari Hinojosa, Cheryl Smith

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: National Show Choir Competition and Workshop

DESTINATION OF TRAVEL: Anaheim, CA

DATES OF TRAVEL: Feb. 27- March 2, 2015

ACADEMIC BENEFITS TO STUDENTS: Students strive to reach the highest level of performance possible to compete at the national level. Students compete against other show choirs across the United States. Students learn stage presence and performance techniques from other performing groups and judges.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Mountain View Charter Bus

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>\$6000.00</u>	<u>526/850-00-100-1001-282-6892</u>
Transportation	<u>\$4000.00</u>	<u>526/850-00-100-1001-282-6519</u>
Meals	_____	_____
Lodging	<u>\$4000.00</u>	<u>526/850-00-100-1001-282-6892</u>

Substitutes \$100.00

526/850-00-100-1001-282-6113

TOTAL \$14,100.00

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

HOW ARE CHAPERONE EXPENSES PAID? By Chaperones

COST TO EACH STUDENT \$ 380.00

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

FUNDING SOURCE(S): _____

FUNDRAISING ACTIVITIES PLANNED (If applicable):

Papa Murphy's Pizza Cards, Car Wash Cards, Garage Sale, Tax Credit

SUBMITTED BY:

Laonna Davis

Signature

Nov. 17, 2014

Date

APPROVED BY:

Paul Deuk

Principal/Supervisor

12/1/14

Date

Kevin Kelen

Associate Superintendent/Superintendent

12/1/14

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: Wilson K-8

ESTIMATED NUMBER OF STUDENTS: Up to 200 students (all 8th graders)

NAME OF SCHOOL GROUP/CLUB/ENTITY: 8th Grade

STAFF ADVISOR(S)/CHAPERONES: Christy Talmage, Sharon Silvas, David Linn, Adrian Hannah, Gretchen Witt, Karl Pieroway, Patty Grube, AJ Lapore, Lisa Boyer, Nancy McKearny, Kathy Tuiasosopo, Glenda Arffa, France Pitts, Michelle Rapp, Taren Talmage, Lynda Edoff, Kelly Abeyta, Kerry Golden, Kristin Behrens, MaryBeth Gray.

ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 2

ACTIVITY / EVENT / PURPOSE OF TRAVEL: 8th Grade Science Field Trip

DESTINATION OF TRAVEL: Los Angeles, California

DATES OF TRAVEL: May 13-15, 2015

ACADEMIC BENEFITS TO STUDENTS: Participating in the Six Flags Magic Mt Math and Science Student Day is the penultimate cumulative activity to conclude our instruction of motion and Newtons' Law which is 1/3 of the 8th grade science curriculum content standards. Many of our stops and activities on the trip incorporate Newtons Laws and other concepts or terminology we learned in the classroom. In teams students will compete to identify examples of Newton's Laws of Motion an other concepts or terminology we covered in class (physics standards). The winning team is the one with the most correctly identified items.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval:

Other: Southwest Road Trips

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$75,000.00</u>	<u>525/526 00 100 1001 168 6892</u>
Transportation	<u>inc</u>	
Meals	<u>inc</u>	
Lodging	<u>inc</u>	
Substitutes	<u>n/a</u>	

TOTAL \$75,000.00

WILL THE DISTRICT RECEIVE REIMBURSEMENT? n/a
IF SO, SOURCE & AMOUNTS:

HOW ARE CHAPERONE EXPENSES PAID? Parents paying their own way.

COST TO EACH STUDENT \$ 375

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax credit money will be used to offset the cost of the trip.

FUNDING SOURCE(S): Parents

FUNDRAISING ACTIVITIES PLANNED (If applicable):
None

SUBMITTED BY:

Signature

Date

APPROVED BY:

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): Roseanne Lopez Carol Tracy
Gerad Ball _____

SCHOOL: District Offices
Department (opt.): School Operations
DATE(S): June 29-July 2, 2015

ACTIVITY/EVENT: NAESP - National Association of Elementary School Principals

LOCATION: Long Beach, CA

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>\$1,734.00</u>	<u>140-15-100-2210-514-6360</u>
Transportation	<u>\$1,005.00</u> Mode air	<u>140-15-100-2210-514-6582</u>
Rental Car	_____	_____
Meals	<u>\$531.00</u>	<u>140-15-100-2210-514-6582</u>
Lodging	<u>\$1,890.00</u>	<u>140-15-100-2210-514-6582</u>
Substitutes	_____	_____
TOTAL	<u>\$5,160.00</u>	

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

Purpose of travel: To attend the 2015 Annual Conference and Exposition of NAESP (National Association of Elementary School Principals)

Outcomes and academic benefits to students and staff: Focus areas include: Achievement Gap; technology; instructional leadership; school culture; pre K-3 school leadership; leading urban communities (diversity in the principalship); safe and healthy schools.

Submitted by:

Roseanne Lopez
Signature

12/1/2014
Date

Principal/Supervisor

_____ Date

Kami Kellum
Associate Superintendent/Supervisor

10/5/14
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): Todd Jaeger _____

SCHOOL: District Offices
 Department (opt.): Legal Office
 DATE(S): July 11-15, 2015

ACTIVITY/EVENT: National School Public Relations Association (NSPRA) 2015 National Seminar

LOCATION: Nashville, Tennessee

ABSENCE: # Days 5 Sub Required: Yes No # of School Days Missed 3


EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

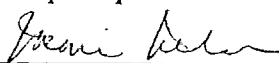
<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>605.00</u>	<u>001.00.100.2579.505.6360</u>
Transportation	<u>490.00</u> Mode <u>Air</u>	<u>001.00.100.2579.505.6582</u>
Rental Car	<u>110.00</u>	<u>001.00.100.2579.505.6582</u>
Meals	<u>245.00</u>	<u>001.00.100.2579.505.6582</u>
Lodging	<u>740.00</u>	<u>001.00.100.2579.505.6582</u>
Substitutes	_____	_____
TOTAL	<u>2190.00</u>	

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

Purpose of travel: To Attend the 2015 National School Public Relations Association Seminar on Communication and Leadership.

Outcomes and academic benefits to students and staff: This seminar is designed to be the best professional development event covering all facets of school communication with multiple solutions and opportunity to learn from the finest in both the education and business world on communication and leadership.

Submitted by:  _____
 Signature Date 12/8/14

 Principal/Supervisor Date _____
 _____
 Associate Superintendent/Superintendent Date 12/9/14

