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: AHS								
ESTIMATED NUMBI	ER OF STUDENTS: 4							
NAME OF SCHOOL	GROUP/CLUB/ENTITY: F	Photo Club						
STAFF ADVISOR(S)/	CHAPERONES: Josh Fig	elds /Jill Mena	ugh					
ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 3								
ACTIVITY / EVENT /	PURPOSE OF TRAVEL: I	hotoshop Wo	<u>orld</u>					
DESTINATION OF TI	RAVEL: <u>Las Vegas, NV</u>							
workshops in Phot	Sept. 3-5, 2014 ITS TO STUDENTS: oshop, studio lighting	The profess	ional photograph es. Students will b	y conference offers e able to learn from				
industry leaders.								
PROPOSED METHOD District-owned veh Transportation approva Other Rental Vehic	l:							
Are expenses paid from Parent Organization	any of the following accoun	nts? Auxiliary_	Tax Credits	Club Funds <u>x</u>				
EXPENSES 1	REQUESTED; (OBTAIN	RECEIPTS FO	OR ALL INCURREE	EXPENSES)				
	APPROX. COST		BUDGET COD	E				
Registration	\$700 (advisors 2 @ \$350) \$600 (students 4 @ \$150)		850.00,100,1001 850.00,100,1001					
<u>\$</u> Transportation	427.31 (rental van and gas)		<u>850.00.100.1001</u>	.281.6519				
Meals	\$300 (Advisor Meals)		<u>850,00.100.1001</u>	<u>.281.6582</u>				
Lodging	\$440 (4 rooms @55/night)		<u>850.00.100.1001</u>	<u>.281,6892</u>				
Substitutes	<u>\$600</u>		850,00,100,1001	.281.6113				

WILL THE DISTRICT RECEIVE REIMBURSEMENT? NO IF SO, SOURCE & AMOUNTS:	
HOW ARE CHAPERONE EXPENSES PAID? Club Funds	
COST TO EACH STUDENT \$ Not to Exceed \$45	
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUD PROVISIONS)? The trip is offered at a reduced cost based on the amount who works the most hours gets to go on the trip for free.	ENTS (LOW FAMILY INCOME at of hours worked, The student
FUNDING SOURCE(S): Club Funds	
FUNDRAISING ACTIVITIES PLANNED (If applicable): Photo Booths, Event Photograph Senior Photos	
SUBMITTED BY: Signature	9/31/14 Date
APPROVED BY: Frincipal/Supervisor	<u> </u>
Associate Superintendent	8 4 4 4 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):	<u>Monica Nelson</u>	Sarah Andricopoulos	SCHOOL: <u>District Offices</u>
	<u>Julie Valenzuela</u>	JJ Letts	Department (opt.): School Operations
	Glenda Arffa		DATE(S): <u>10/29-11/2</u> , <u>2014</u>
	IT: <u>Association for St</u> Orlando, FL	pervision and Curricu	lum Development (ASCD) Annual Conference
ABSENCE: #	Days <u>5</u> Sub Requ	ired: □Yes ⊠No	# of School Days Missed 3
EXPENSES REQU	JESTED: (OBTAIN I	RECEIPTS FOR ALL IN	NCURRED EXPENSES)
	<u>APPRO</u>	XIMATE COST	BUDGET CODE/DESCRIPTION (Note: Tax credit contributions are District funds and require a budget code.)
Registration	n <u>\$2,465.00</u>		140.15.100.2210.510.6360
Transporta	ation <u>\$4,500.00</u>	Mode <u>air</u>	<u>140.15.100.2210.510.6582</u>
Rental Car			
Meals	<u>\$1,010.00</u>		140.15.100.2210.510.6582
Lodging	<u>\$3,000.00</u>		140.15.100.2210.510.6582
Substitutes			· ·
TOTAL	<u>\$10,975.00</u>		
		ceive reimbursement fro	
<u>of standards and b</u>	enchmarks for perfo	rmance, address new t tices for school and dis	new evaluations requirements, expand understanding echnologies to heighten student performance, and trict administration.
Outcomes and acade	emic benefits to stude	nts and staff:	
Submitted by: Notes	Tour felsenature		7/3/// Date
	ncipal/Supervisor Tatvuli ociate Superintendent		Date 7-31 - 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):	<u>Michael</u>	McConnell	SCHOOL: Walker		
			Department (opt.):		
	DATE(S): <u>7/7-7/10/14</u>			<u>14</u>	
ACTIVITY/EVEN	IT: <u>AVID S</u>	ummer Institute	<u>e</u>		
LOCATION: <u>S</u>	acramento.	<u>, CA</u>			
ABSENCE: #	# Days <u>4</u>	Sub Required: [∐Yes ⊠No	# of School D	ays Missed <u>0</u>
EXPENSES REQU	JESTED: (OBTAIN RECE	PTS FOR ALL I	CURRED EXPENSE	SS)
		<u>APPROXIMA</u>	TE COST		GET CODE/DESCRIPTION dit contributions are District funds ar t code.)
Registratio	on	_			
Transport	ation <u>\$1,0</u>	00.00	Mode <u>Air</u>	<u>100-14-100-22</u>	<u>210-510-6582</u>
Rental Car	<u> </u>				
Meals	<u>\$13</u>	0.00		<u>100-14-100-22</u>	<u>210-510-6582</u>
Lodging	<u>\$62</u>	7.00		<u>100-14-100-2</u> 2	210-510-6582
Substitutes	S				
TOTAL	<u>\$17</u>	57.00			
The District will] (or) will	not receive	reimbursement fr	m outside sources.	•
Purpose of travel: prepare students	Teachers v	vill attend AVII ors of Middle Sc) Summer <u>Institu</u> hool, as well as, t	e to learn the AVID help students get on	program in an effort to better the college bound track.
Outcomes and aca	demic benef	fits to students ar	nd staff: <u>Increase</u>	<u>teacher knowledge, i</u>	increase student achievement
Submitted by: Si	M.M.c. gnature	Lonnell when Monor	•	<u> </u>	
	incipal/Sup				
	Mame	oerintendent/Supe	erintendent	Date	