



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

DATE OF MEETING: **October 22, 2024**

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

BACKGROUND:

STAFF

Lauen McIntyre requests permission to attend Edu-Tech & Edu-Tech Academics Fall 2024 conference on November 10-12, 2024 in Baytown, Texas. Approximate cost of travel is \$637.50 and will be paid using Maintenance and Operations funds. Two school days will be missed, and no substitutes are required.

Tyrone Cepfers requests permission to attend 55th National Athletics Directors Conference on December 13-17, 2024 in Austin, Texas. Approximate cost of travel is \$2,432.30 and will be paid using Auxiliary funds. Three school days will be missed, and no substitute is required.

STUDENTS

Janet Castles, Brie Ronnie, Caryn Wall, Erin Standish, Luke Baer, Melissa Berg, Cari Steffins, Laura Brown, Tristan Martin, Amanda Villareal, Lorena Perez, Crystal McPheron, Madeline Wilson, Matt Holt, Johannes Graf, Maggie Cartie, Des McAdam, Lindsey Barnes, Jeff Gelchion, Joanne Carlson, Jon Cox, Gerard D'Angelo, Carrie Seegmiller, Madelyn McClory, Nick McClory, Christine Lucas, Tiffany Simmons, Joel Crawford, Chris Turner, Rachel Backer, Kerri Cangemi, Allison Delp, Kelly Schwab, and Jeremy Barney request permission to take 60 Painted Sky 5th graders to Disney Imagineer Physics Lab and Riley Farms American Revolution Experience on May 5-7, 2025 in Anaheim and Yucaipa, California. Approximate cost of travel is \$45,480 and will be paid using Auxiliary and Tax Credit funds. Three school days will be missed, and no substitutes are required.

Toru Tagawa, Ranee Schmuker, Natalie Killom, Dominic San Angelos, Amy Dionise, Grace Ratje, Chris Boney, Laura Kemp, Doug Kemp, Dianne Wilson, Cynthia Jimenez, Jessica Stealey, Crissi Petersen, Jim Phillips, Lizabeth Loehr, Amanda Campion, Dave Payne, Mike Flores, Rosalee Blair, and Fred Peterson request permission to take 130 Canyon del Oro Orchestra, Band and Choir students to Forum Music Festival and Disneyland Imagination Campus on March 27-30, 2025 in Anaheim, California. Approximate cost of travel is \$110,000.00 and will be paid using Tax Credit, Auxiliary, and Booster Club funds. Two school days will be missed, and substitutes are required.

Daron Cross, Pam Elslager, Jon Elslager, and Mike Walter request permission to take 12 Ironwood Ridge Girls Basketball students to Franklin Girls Basketball Classic Tournament on December 5-7, 2024 in El Paso, Texas. Approximate cost of travel is \$1,950.00 and will be paid using Tax Credit and Booster Club funds. Two school days will be missed, and no substitutes are required.

BUDGET CODE KEY		
001.00.100.2579.6582.510.0000	M & O	Training Non-Instructional, Employee Travel, Office of Learning and Instruction
525.00.620.2210.6360.281.0000	Auxiliary	Improvement of Instruction, Employee Training, AHS
525.00.620.2210.6582.281.0000	Auxiliary	Improvement of Instruction, Employee Travel, AHS
526.00.100.1001.6892.114.0000	Tax Credit	Classroom Instruction, Student Expenses, Painted Sky
525.00.100.1001.6892.114.0000	Auxiliary	Classroom Instruction, Student Expenses, Painted Sky
526.00.610.1001.6892.282.0000	Tax Credit	Classroom Instruction, Student Expenses, CDO
526.00.410.2710.6519.282.0000	Tax Credit	Student Transportation, Student Travel, CDO
525.00.610.2190.6892.282.0000	Auxiliary	Student Support Services, Student Expenses, CDO
526.00.610.2190.6105.282.0000	Tax Credit	Student Support Services, Substitutes, CDO
526.00.620.1001.6892.280.0000	Tax Credit	Classroom Instruction, Student Expenses, IRHS
526.00.620.2190.6892.280.0000	Tax Credit	Student Support Services, Student Expenses, IRHS

RECOMMENDATION:

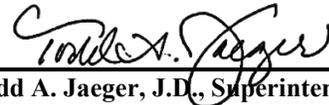
It is the recommendation of the administration that the above travel be approved.

INITIATED BY:



Matthew Munger
Associate Superintendent for Secondary Education

Date: October 21, 2024



Todd A. Jaeger, J.D., Superintendent

**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): Lauren McIntyre _____

SCHOOL: District Offices

Department (opt.): Office of Learning & Instruction

DATE(S): 11/10/24 – 11/12/24

ACTIVITY/EVENT: Edu-Tech & Edu-Tech Academics Fall 2024

LOCATION: Hyatt Regency Baytown Houston, 100 Convention Center Way, Baytown, TX 77520

ABSENCE: # Days 2 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>Paid by RTM</u>		_____
Transportation	<u>\$ 490.00</u>	Mode <u>air</u>	<u>001.00.100.2579.6582.510.0000</u>
Rental Car	_____		_____
Meals	<u>\$ 147.50</u>		<u>001.00.100.2579.6582.510.0000</u>
Lodging	<u>Paid by RTM</u>		_____
Substitutes	_____		_____
TOTAL	<u>\$ 637.50</u>		

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

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: The EduTech conference provides an opportunity to listen to implementation plans and be part of discussions that can assist us in implementation strategies for instructional technology.

Outcomes and academic benefits to students and staff: Conversations regarding successes and challenges with integration and infrastructure will be ideal in troubleshooting and designing strategies to improve instruction.

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|---|---|---|
| <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship | <input checked="" type="checkbox"/> Collaboration |
| <input checked="" type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking | <input checked="" type="checkbox"/> Critical Thinking |
| <input checked="" type="checkbox"/> Problem-Solving | <input type="checkbox"/> Scholarship | |

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

Submitted by: Maya Thatcher _____ 10/2/24
Signature Date

Principal/Supervisor _____ Date _____
[Signature] _____ [Signature]
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): Tyrone Cephers _____

SCHOOL: AHS
 Department (opt.): Athletics
 DATE(S): 12/13-17/2024

ACTIVITY/EVENT: 55th National Athletics Directors Conference

LOCATION: 500 E. Cesar Chavez St. Austin, TX 78701

ABSENCE: # Days 6 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>\$485.00</u>		<u>525.00.620.2210.6360.281.0000</u>
Transportation	<u>\$642.97</u>	Mode <u>plane</u>	<u>525.00.620.2210.6582.281.0000</u>
Rental Car	<u>\$75.00uber</u>		<u>525.00.620.2210.6582.281.0000</u>
Meals	<u>\$270.00</u>		<u>525.00.620.2210.6582.281.0000</u>
Lodging	<u>\$959.40</u>		<u>525.00.620.2210.6582.281.0000</u>
Substitutes	<u>0</u>		_____
TOTAL	<u>2432.30</u>		

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: National Athletic Directors Conference

Outcomes and academic benefits to students and staff: Updated/new information for our school, student athletes and families.

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|---|---|---|
| <input type="checkbox"/> Caring | <input checked="" type="checkbox"/> Citizenship | <input checked="" type="checkbox"/> Collaboration |
| <input checked="" type="checkbox"/> Communication | <input type="checkbox"/> Creative Thinking | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Problem-Solving | <input type="checkbox"/> Scholarship | |

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

Submitted by:

Signature

Principal/Supervisor

Associate Superintendent/Superintendent

Date

Date

Date

Tyrone Cephers 9/26/24
Adenat Duff 9/26/24
[Signature] 10/3/2024

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: Painted Sky

ESTIMATED NUMBER OF STUDENTS: 60

NAME OF SCHOOL GROUP/CLUB/ENTITY: 5th Grade

STAFF ADVISOR(S)/CHAPERONES: Janet Castles (Staff), Brie Ronnie (Staff), Caryn Wall (Staff)/ Erin Standish, Luke Baer, Melissa Berg, Cari Steffins, Laura Brown, Tristan Martin, Amanda Villareal, Lorena Perez, Crystal McPheron, Madeline Wilson, Matt Holt, Johannes Graf, Maggie Cartie, Des McAdam, Lindsey Barnes, Jeff Gelchion, Joanne Carlson, Jon Cox, Gerard D'Angelo, Carrie Seegmiller, Madelyn & Nick McClory, Christine Lucas, Tiffany Simmons, Joel Crawford, Chris Turner, Rachel Backer, Kerri Cangemi, Allison Delp, Kelly Schwab, Jeremy Barney

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Disney Imagineer Physics Lab and Riley Farms American Revolution Experience

DESTINATION OF TRAVEL: Anaheim, California and Yucaipa, California

DATES OF TRAVEL: May 5-7, 2025

ACADEMIC BENEFITS TO STUDENTS: 60 5th graders will travel to California for the Disney Imagination Campus Properties of Motion Physics Lab and the Riley Farms American Revolution Simulation. In the Physics lab students will learn how kinetic energy and speed are used to create attractions and gain an understanding of the real-world application of physics. Students will design coasters based on the laws of force and motion then ride a similar attraction and have the chance to modify their designs, back at the Physics Lab, based on their findings. They will design and build 3 prototypes. This program is only open to schools as other visitors aren't allowed in the Physics Lab. The historical simulation at Riley Farms will depict the key events that led to the American Revolution. The students will take on the duties of the soldiers, reenact the battles, and arrive at historically accurate solutions. They will experience a first-hand glimpse of America's past during an historical American Revolution Reenactment. The students will participate and compete in building the most structurally sound roller coaster (that will carry a marble the farthest), applying what they learned from the Physics lab, as well as a history quiz competition at Riley Farms where they collect "tickets" throughout the day for answering historical questions correctly. They will exchange the tickets for the historical prize at the end.

Identify which characteristics of the Portrait of Graduate are specifically related to this event.

- | | | |
|---|---|---|
| <input type="checkbox"/> Caring | <input checked="" type="checkbox"/> Citizenship | <input checked="" type="checkbox"/> Collaboration |
| <input checked="" type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking | <input checked="" type="checkbox"/> Critical Thinking |
| <input checked="" type="checkbox"/> Problem-Solving | <input type="checkbox"/> Scholarship | |

PROPOSED METHOD OF TRANSPORTATION:

- District-owned vehicles

Transportation approval: _____
 Other **Project Exploration Buses**

Are expenses paid from any of the following accounts? Auxiliary yes Tax Credits yes Club Funds no
Parent Organization no

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$45,480</u>	<u>526.00.100.1001.6892.114.0000</u> <u>525.00.100.1001.6892.114.0000</u>
Transportation	_____	_____
Meals	_____	_____
Lodging	_____	_____
Substitutes	_____	_____
TOTAL	<u>\$45,480</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? no
IF SO, SOURCE & AMOUNTS: **The field trip is paid for with tax credit donations, fundraising, and by the parents.**

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

HOW ARE CHAPERONE EXPENSES PAID? **Chaperones will pay for themselves.**

COST TO EACH STUDENT \$ 758-could be less if enough money is raised through donations and fundraising or via tax credit donations.

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? **Tax credits and fundraising.**

FUNDING SOURCE(S): **Tax credits, fundraising, and parents.**

FUNDRAISING ACTIVITIES PLANNED (If applicable):
holiday grams, restaurant nights, car wash, and a bake sale are planned for future. Business donations.

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

SUBMITTED BY: Traci Rommel 9/9/24
Signature Date

APPROVED BY: [Signature] 9.9.24
Principal/Supervisor Date

[Signature] 10/10/24
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: Canyon del Oro High School

ESTIMATED NUMBER OF STUDENTS: 130

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

STAFF ADVISOR(S)/CHAPERONES: Toru Tagawa, Ranee Schmuker, Natalie Killom, Dominic San Angelos, Amy Dionise, Grace Ratje, Chris Boney, Laura Kemp, Doug Kemp, Dianne Wilson, Cynthia Jimenez, Jessica Stealey, Crissi Petersen, Jim Phillips, Lizabeth Loehr, Amanda Campion, Dave Payne, Mike Flores, Rosalee Blair, Fred Petersen

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Competition for rating at the Forum Music Festival for Orchestra, Band and Choir groups on March 28, 2025. On Saturday, March 29, students will participate the Disneyland Imagination Campus Workshop.
DESTINATION OF TRAVEL: Anaheim, CA

DATES OF TRAVEL: March 27, 2025 - March 30, 2025

ACADEMIC BENEFITS TO STUDENTS: Students will perform in an adjudicated festival and receive a rating compared to other orchestra/band/choir programs from throughout the state.

Identify which characteristics of the Portrait of Graduate are specifically related to this event.

<input checked="" type="checkbox"/> Academic Content	<input checked="" type="checkbox"/> Caring	<input checked="" type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Collaboration	<input checked="" type="checkbox"/> Communication	<input checked="" type="checkbox"/> Creative Thinking
<input checked="" type="checkbox"/> Critical Thinking	<input checked="" type="checkbox"/> Problem-Solving	

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Mountain View Tour 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>\$18,000</u> \$300	<u>526.00.610.1001.6892.282.0000</u> Orchestra and Band Booster Club
Transportation	<u>\$15,000</u> \$5000	<u>526.00.410.2710.6519.282.0000</u> Orchestra, Choir, Band Booster Club
Meals	<u>\$12,000</u> _____	<u>Orchestra, Choir, Band Booster Club</u>
Lodging	<u>\$21,000</u> \$10,500	<u>525.00.610.2190.6892.282.0000</u> Orchestra, Choir, Band Booster Club
Substitutes	<u>\$1,200</u>	<u>526.00.610.2190.6105.282.0000</u>
Disneyland Tickets	\$27,000	<u>Orchestra, Choir, Band Booster Club</u>
TOTAL	<u>\$110,000</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No

IF SO, SOURCE & AMOUNTS: _____

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

HOW ARE CHAPERONE EXPENSES PAID? On their own

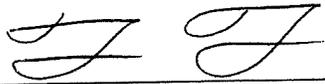
COST TO EACH STUDENT \$800

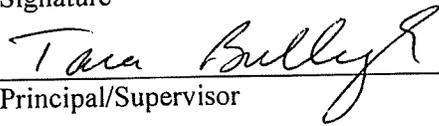
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Orchestra, Band and Choir Tax Credit, Booster Club

FUNDING SOURCE(S): Orchestra, Band and Choir Tax Credit, Booster Club

FUNDRAISING ACTIVITIES PLANNED (If applicable):

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

SUBMITTED BY:  10/17/24
Signature Date

APPROVED BY:  10/17/24
Principal/Supervisor Date

 10/18/2021
Associate Superintendent/Supintendent Date

10/7/24

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: **Ironwood Ridge High School**

ESTIMATED NUMBER OF STUDENTS: 12

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Girls Basketball**

STAFF ADVISOR(S)/CHAPERONES: **Daron Cross, Pam Elslager, Jon Elslager and Mike Walter**

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Basketball Tournament-Franklin Girls Basketball Classic**

DESTINATION OF TRAVEL: **900 Resler Dr. El Paso, TX, 79912**

DATES OF TRAVEL: **December 5-7, 2024**

ACADEMIC BENEFITS TO STUDENTS: **The student-athletes will have a study hall for 2 hours on Friday 12/6. They will assist each other with any tutoring needs. The girls' basketball program has averaged a 4.0 GPA or higher since becoming coach in 2019. This trip will help bond the team together and learn how to play together against tougher competition. This trip also allows exposure to college scouts that may be in attendance.**

Identify which characteristics of the Portrait of Graduate are specifically related to this event.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Academic Content | <input checked="" type="checkbox"/> Caring | <input checked="" type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input checked="" type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

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>\$300.00</u>	<u>526.00.620.1001.6892.280.0000</u>
Transportation	<u>\$350.00</u>	<u>Booster Funded</u>
Meals	<u>\$400.00</u>	<u>Booster Funded</u>
Lodging	<u>\$900.00</u>	<u>526.00.620.2190.6892.280.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$1,950.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? No

IF SO, SOURCE & AMOUNTS: _____

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

HOW ARE CHAPERONE EXPENSES PAID? Self

COST TO EACH STUDENT \$ 0

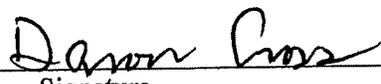
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Booster Club

FUNDING SOURCE(S): Booster Club

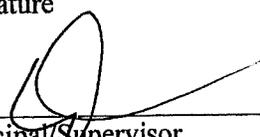
FUNDRAISING ACTIVITIES PLANNED (If applicable):

Yes

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

SUBMITTED BY: 
Signature

9/30/24
Date

APPROVED BY: 
Principal/Supervisor

12-14-24
Date


Associate Superintendent/Superintendent

12/17/2024
Date