

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 NUMBER OF STUDENTS: 55

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

STAFF ADVISOR(S)/CHAPERONES: Russ Granillo, Sonya Yount, Jessi Erickson, Sara Key, Pati Giffney, Elena Zurheide

ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 0

ACTIVITY / EVENT / PURPOSE OF TRAVEL: California Music trip

DESTINATION OF TRAVEL: Marriott Fairfield, Old Town San Diego, 3900 Old Town Ave, San Diego, CA 92110 1-619-299-7700

DATES OF TRAVEL: Sunday, March 13 through Tuesday, March 15, 2016

ACADEMIC BENEFITS TO STUDENTS: Students will receive critiques on musicianship and technique during a workshop with college level directors. Students will compete for awards given based on various areas of musicianship. They will get to experience performing in a large venue and they will also see a professional performance.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Southwest Road Trips 9251 N. Moonview Pl. Tucson, AZ 85742

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>\$4,760.00</u>	<u>850/526/525-00-100-1001-281-6892</u>
Transportation	<u>\$7,560.00</u>	<u>850/526/525-00-100-1001-281-6519</u>
Meals	<u>\$4,200.00</u>	<u>850/526/525-00-100-1001-281-6892</u>
Lodging	<u>\$5,040.00</u>	<u>850/526/525-00-100-1001-281-6892</u>

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SCHOOL: La Cima

ESTIMATED NUMBER OF STUDENTS: 75

NAME OF SCHOOL GROUP/CLUB/ENTITY: La Cima Music Students

STAFF ADVISOR(S)/CHAPERONES: Keith Koster, Rebecca Foreman, Mary Taft, Betsy Gardner, Carmelita Ochoa, Kristen Walsh, Jessica Siqueiros, Blanco Franco, Laura Gardner, Silvia Quintero, Jon Colon, Melissa Rodriguez, Denise Sonia, Carolina Hernandez, Theresa Vettore

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Forum Music Festival

DESTINATION OF TRAVEL: Fullerton and Anaheim, CA

DATES OF TRAVEL: 04/21/16 10:00 p.m. to 04/23/16 8:00 a.m.

ACADEMIC BENEFITS TO STUDENTS: National music festival experience permits students to better understand their progress and appropriate musical standards for their grade and experience level. Students build teamwork, improve their musical skill and confidence. Students have the opportunity to hear the other La Cima ensembles as well as ensembles from other schools attending the festival. Each group will present a performance for evaluation by nationally known adjudicators.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Bee Line Transportation

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>\$11,250</u>	<u>525/526-00-100-1001-165-6892</u>
Transportation	<u>\$6,130</u>	<u>525/526-00-100-1001-165-6519</u>
Meals	_____	_____

Lodging -
Substitutes \$350 525/526-00-100-1001-165-6113
TOTAL \$17,730.00

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

HOW ARE CHAPERONE EXPENSES PAID? Self

COST TO EACH STUDENT \$ \$200.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Forum Festival Scholarships (16), Tax Credit Donations

FUNDING SOURCE(S): Tax Credit Donations, student family contributions & savings, fundraising

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Car washes, pizza sales, bowl-a-thon, donations and more.

SUBMITTED BY: Mary Joft 9/25/15
Signature Date

APPROVED BY: Cristine Sullivan 9/29/15
Principal/Supervisor Date

James Nelson 10/19/15
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): Laurie Sheber

SCHOOL: Prince
 Department (opt.): _____
 DATE(S): 3/6-3/9, 2016

ACTIVITY/EVENT: No Excuses Leadership Academy

LOCATION: Anaheim, CA

ABSENCE: # Days 4 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>\$650.00</u>		<u>100-16-100-2210-111-6360</u>
Transportation	<u>\$254.00</u>	Mode <u>air</u>	<u>100-16-100-2210-111-6582</u>
Rental Car	<u>n/a</u> _____		
Meals	<u>\$183.00</u>		<u>100-16-100-2210-111-6582</u>
Lodging	<u>\$534.00</u>		<u>100-16-100-2210-111-6582</u>
Substitutes	<u>n/a</u> _____		
TOTAL	<u>\$1621.00</u>		

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

Purpose of travel: To attend No Excuses Leadership Academy

Outcomes and academic benefits to students and staff: This academy concentrates on leading a high poverty school and eliminating the achievement gap for all students. It focuses on leading a school towards the belief of universal achievement and that every student has the right to be educated in a way that prepares them for college and that it is the responsibility of the educators to create six exceptional systems that make college a reality.

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

Submitted by: Laurie Sheber 10/8/15
 Signature Date

 Principal/Supervisor Date

Monica Nelson 10/19/15
 Associate Superintendent/Superintendent Date