

**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: **20**

NAME OF SCHOOL GROUP/CLUB/ENTITY: **Academic Decathlon**

STAFF ADVISOR(S)/CHAPERONES: **Chris Yetman, Rick Werbylo**

ABSENCE: # Days **2** Sub Required: ☒ Yes ☐ No # of School Days Missed **2**

ACTIVITY / EVENT / PURPOSE OF TRAVEL: **Academic Decathlon Competition**

DESTINATION OF TRAVEL: **Dallas, TX**

DATES OF TRAVEL: **October 27 - 30, 2011**

ACADEMIC BENEFITS TO STUDENTS: **Academic Competition, School exchange, Study skills development, etc.**

PROPOSED METHOD OF TRANSPORTATION:

☐ District-owned vehicles

Transportation approval: **N/A**

☒ Other **Air Travel**

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$0</u>	_____
Transportation	<u>\$9000</u>	<u>850/526-00-100-3400-282-6515</u>
Meals	<u>\$500</u>	<u>850/526-00-100-3400-282-6892</u>
Lodging	<u>\$500</u>	<u>850/526-00-100-3400-282-6892</u>
Substitutes	<u>\$300</u>	<u>850/526-00-100-3400-282-6113</u>
TOTAL	<u>\$10300</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Tax Credit

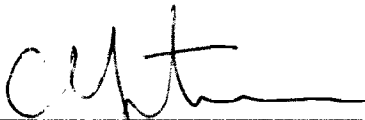
COST TO EACH STUDENT \$ \$450

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Tax Credit Funds

FUNDING SOURCE(S): Tax Credit Funds

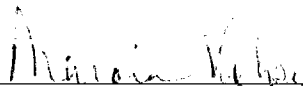
FUNDRAISING ACTIVITIES PLANNED (If applicable):
None

SUBMITTED BY: _____

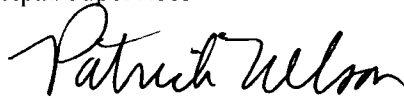

Signature

08/25/11
Date

APPROVED BY: _____


Principal/Supervisor

8/29/11
Date



Associate Superintendent/Superintendent

9-2-11
Date

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SCHOOL: IRHS

ESTIMATED NUMBER OF STUDENTS: 15

NAME OF SCHOOL GROUP/CLUB/ENTITY: WOMEN'S VOLLEYBALL VARSITY TEAM

STAFF ADVISOR(S)/CHAPERONES: BILL LANG (HEAD COACH); TIM GALLAGHER, KATHY FRANKLIN, DAVID GARWACKI, DEE DINOTA. KRISTIN REECE

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: LA JOLLA BEACH CITY VOLLEYBALL INVITATIONAL

DESTINATION OF TRAVEL: SAN DIEGO, CA

DATES OF TRAVEL: 09/21/2011 - 09/25/2011

ACADEMIC BENEFITS TO STUDENTS: THIS TRIP IS AN ATHLETIC COMPETITION FOR THE VARSITY 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, BETTER ATTENDANCE RECORD, 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 YES Club Funds YES
Parent Organization _____

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>450.00</u>	<u>526/850-00-100-3400-280-6892</u>
Transportation	<u>1,250.00</u>	<u>526/850-00-100-3400-280-6519</u>
Meals	<u>1,850.00</u>	<u>526/850-00-100-3400-280-6892</u>

Lodging	<u>3,500.00</u>	<u>526/850-00-100-3400-280-6892</u>
Substitutes	<u>1,250.00</u>	<u>530-00-100-3400-280-6113</u>
TOTAL	<u>6,250.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? NO
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):

SUBMITTED BY: _____

Signature

8/30/11
Date

APPROVED BY: _____

Principal/Supervisor

8/30/11
Date

Associate Superintendent/Superintendent

8-31-11
Date