

**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): Dawn Polcyn

SCHOOL: Cross Middle
 Department (opt.): Psychology
 DATE(S): 2/22&23/2011

ACTIVITY/EVENT: National Association of School Psychologists Annual Convention
 LOCATION: San Francisco, CA

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>Self-pay</u>
Transportation	_____ Mode _____	_____
Rental Car	_____	_____
Meals	_____	_____
Lodging	_____	_____
Substitutes	_____	_____
TOTAL	<u>0</u>	

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

Purpose of travel: To attend the NASP annual convention and obtain information regarding updates within the field of school psychology.

Outcomes and academic benefits to students and staff: Will acquire knowledge about new trends, assessments, legal issues, etc. within the field of school psychology which can then be shared with the Amphi psychology staff. This information will allow us to be aware of what new opportunities exist within our field that can be implemented to increase the successes of Amphi students.

Submitted by: *Dawn Polcyn* 8-17-10
 Signature Date
Scott Polcyn 2/22/11
 Principal/Supervisor Date
Patrick Nelson 10-1-10
 Associate Superintendent/Superintendent Date

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EMPLOYEE(S): Dr. Roseanne Lopez _____

SCHOOL: District Offices
 Department (opt.): Pay for Performance
 DATE(S): November 15 - 17, 2010

ACTIVITY/EVENT: Round table/panel discussion member invited by National Institute in Excellence in Teaching, (rescheduled)

LOCATION: Washington D.C.

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

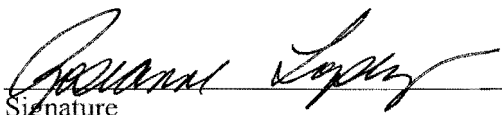
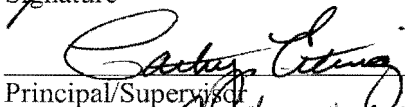
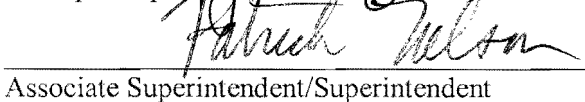
	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
Registration	_____		_____
Transportation	_____	Mode _____	_____
Rental Car	_____		_____
Meals	_____		_____
Lodging	_____		_____
Substitutes	_____		_____
TOTAL	<u>Paid for (100%) by the GATES & Joyce Foundations</u>		

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

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

Purpose of travel: As a result of an article written by Dr. Jon Eckert regarding 6 effective implementations of the Teacher Incentive Fund grant, I have been invited to serve as one of 6 panelists. Audience members will include Capitol Hill staffers.

Outcomes and academic benefits to students and staff: Participation in the panel will demonstrate AMPHI's leadership in performance pay for teachers and administrators which in part is linked to student achievement results

Submitted by:  9/29/10
 Signature Date
 10-6-10
 Principal/Supervisor Date
 10-15-10
 Associate Superintendent/Supervisor 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 PLUM
COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.**

SCHOOL: Wilson K-8

ESTIMATED NUMBER OF STUDENTS: 85

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

STAFF ADVISOR(S)/CHAPERONES: Laonna Davis, Christian Hill, Judi LeWinter, Melissa Auebert,
Dena Engstrom, MaryBeth & Fred Gray, Linda Kopach, Keeley Mali

ABSENCE: # Days 1.5 Sub Required: Yes No # of School Days Missed 1.5

ACTIVITY / EVENT / PURPOSE OF TRAVEL: To participate in a National Choral and Band Festival
Vocal Workshop, and Sound Recording Workshop

DESTINATION OF TRAVEL: Anaheim, California

DATES OF TRAVEL: March 10 - 12, 2011

ACADEMIC BENEFITS TO STUDENTS: Students have the opportunity to perform and be
adjudicated by National Choir and Band professionals. Students will critique middle school and
high school performers from all over the United States as they perform. Students will
participate in a Vocal and Band Workshop. Students will learn about sound recording in a
sound recording workshop with nationally acclaimed music recording professionals.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Mountain View Tours

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>\$29,750.000</u>	<u>525/526 00 100 1001 168 6892</u>
Transportation	<u>included</u>	_____
Meals	<u>included</u>	_____

Lodging	<u>included</u>	_____
Substitutes	<u>\$300.00</u>	<u>530 00 100 1001 168 6113</u>
TOTAL	<u>\$30,050.00</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? Paid by chaperone

COST TO EACH STUDENT \$ 350.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Fund raising and tax credit money will be used for scholarships.

FUNDING SOURCE(S): Parents & fund raising

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Little Caesars Pizza Kits, Subway Choir Night, Car Wash

SUBMITTED BY:	<u>Laonna Davis</u> Signature	<u>Sept 27, 2010</u> Date
APPROVED BY:	<u>Adrian Hannah</u> Principal/Supervisor	<u>9/28/10</u> Date
	<u>Patrick Wilson</u> Associate Superintendent/Supervisor	<u>10-1-10</u> Date

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ORIGINAL SUBMISSION

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL

SCHOOL: Cross Middle

ESTIMATED NUMBER OF STUDENTS: 125

NAME OF SCHOOL GROUP/CLUB/ENTITY: Cross Middle School Band/Cross Middle School Choir

STAFF ADVISOR(S)/CHAPERONES: Russ Granillo, Shelly Matson, Pat McCaffrey, Cheryl Crawford, Bill Crawford, Mark Flannery, Cindy Flannery, Heather Pederson, Jessica Herring, Cory Layton, Christine Mulvey, Cathy Bishop, Bertha Rischar, Debbie Gaziano, Marie Alison, Heidi Elledge, Melissa Aragon, Megan Pederson, Liz Sandin

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Performance and workshop, visit to Universal Studios, and view Professional Performance of Beauty and the Beast.

DESTINATION OF TRAVEL: Universal Studios, Anaheim, CA; Booked through New Horizons Tour and Travel

DATES OF TRAVEL: March 18, 2011 through March 21, 2011

ACADEMIC BENEFITS TO STUDENTS: Students will have the opportunity to work with clinicians on their musicianship and technical playing skills.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Hired coaches through travel company

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>\$1,200.00</u>	<u>525-00-100-1001-167-6892</u> <u>526-00-100-1001-167-6892</u>
Transportation	<u>\$11,100.00</u>	<u>525-00-100-1001-167-6519</u> <u>526-00-100-1001-167-6519</u>

Meals & Attractions	<u>\$29,916.00</u>	<u>525-00-100-1001-167-6892</u> <u>850-00-100-1001-167-6892</u>
Lodging	<u>\$12,514.00</u>	<u>525-00-100-1001-167-6892</u> <u>526-00-100-1001-167-6892</u>
Substitutes	<u>\$75.00</u>	<u>525-00-100-1001-167-6113</u> <u>526-00-100-1001-167-6113</u>
TOTAL	<u>\$54,805.00</u>	

WILL THE DISTRICT RECEIVE REIMBURSEMENT? Trip Cost will be paid by parents
 IF SO, SOURCE & AMOUNTS: _____

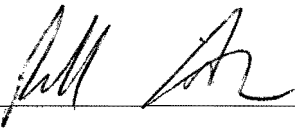
HOW ARE CHAPERONE EXPENSES PAID? Chaperones will pay their own expenses

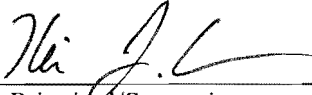
COST TO EACH STUDENT \$ 389.00

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Scholarships in the amount of \$192.50 (half the cost of the trip) will be provided to students in need.

FUNDING SOURCE(S): Auxillary Account, Tax Credit Account, Band Club Account and Choir Club Account

FUNDRAISING ACTIVITIES PLANNED (If applicable):
Catalog Items/Magazine Sales, All America Fundraisers.

SUBMITTED BY:  10-8-10
 Signature Date

APPROVED BY:  10/8/10
 Principal/Supervisor Date

 10-8-10
 Associate Superintendent/Superintendent Date

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SCHOOL: Cross Middle

ESTIMATED NUMBER OF STUDENTS: 60

NAME OF SCHOOL GROUP/CLUB/ENTITY: Orchestra & Musical Theater

STAFF ADVISOR(S)/CHAPERONES: 14 - Amber Oswald, Sheryl Eto, Kristina Lopez, Shannen Cox, Jamie Holehan, Frank Latorre, Helen Leighty, Julie Cardenas, Christina Rosano, Carrie Haas, Tina Brookshier, Christine Sawyer, Nancy DeMille, Mike DeMille

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Forum Music Festival/Disney Performing Arts

DESTINATION OF TRAVEL: Anaheim, California

DATES OF TRAVEL: May 5, 2011 - May 8, 2011

ACADEMIC BENEFITS TO STUDENTS: This is the final and most important competition of the year for the orchestra. They will also work with a college level instructor in a music clinic and work with one of the music personnel at Disneyland, sightreading music from a Disney classic movie and hear themselves playing behind the video. The musical theater group will also have a clinic designed for them and will have a similar group experience at Disneyland (either on auditioning or on improvisation).

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Two tour buses

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>\$28,712.00</u>	<u>525-00-100-1001-167-6892</u> <u>526-00-100-1001-167-6892</u>
Transportation	<u>Included</u>	_____

Meals	<u>1655.00</u>	<u>525-00-100-1001-167-6892</u>
Lodging	<u>Included</u>	_____
Substitutes	<u>200.00</u>	<u>525-00-100-1001-167-6113</u>
<hr/>		
TOTAL	<u>\$30,567.00</u>	<u>526-00-100-1001-167-6113</u>

WILL THE DISTRICT RECEIVE REIMBURSEMENT? Trip cost will be paid by parents
 IF SO, SOURCE & AMOUNTS: _____


HOW ARE CHAPERONE EXPENSES PAID? Paid by each chaperone

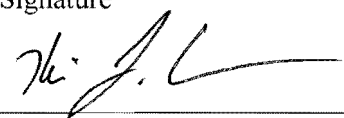
COST TO EACH STUDENT \$ \$425

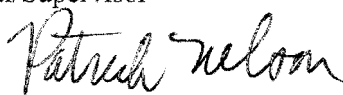
HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Through school sources - site council, PTO and through fundraising efforts.

FUNDING SOURCE(S): Parents and fundraising

FUNDRAISING ACTIVITIES PLANNED (If applicable):
To be determined - Great American Fundraiser, tax credit donations and various other fundraisers.

SUBMITTED BY:  10/7/10
 Signature Date

APPROVED BY:  10/7/10
 Principal/Supervisor Date

 10-15-10
 Associate Superintendent/Superintendent Date