

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

DATE OF MEETING: August 10, 2010

TITLE: Approval of Out of State Travel

BACKGROUND:

STUDENTS

Lee Street and Karen Scott from Canyon del Oro High School request permission to take 13 students to Las Vegas, Nevada, August 31-September 3, 2010. Approximate cost of the travel is \$6,678 and will be paid for by tax credits, student activity funds, and CTE funds. Three school days will be missed and substitutes are required.

STAFF

Scott Little from the District Offices requests permission to attend the Annual AGRIP (Association of Government Risk Insurance Pools) Governance and Leading Conference in Nashville, Tennessee, October 18-20, 2010. There is no cost to the district.

**ASSOCIATE SUPERINTENDENT
SIGNATURE:**

Patrick Nelson

**SUPERINTENDENT
SIGNATURE:**

Vicki Balentine

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: 13

NAME OF SCHOOL GROUP/CLUB/ENTITY: The Gallery Club/Photo Imaging III

STAFF ADVISOR(S)/CHAPERONES: Lee Street, Karen Scott

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

ACTIVITY / EVENT / PURPOSE OF TRAVEL: Photoshop World Conference

DESTINATION OF TRAVEL: Las Vegas, Nevada

DATES OF TRAVEL: Aug 31 - Sept 3

ACADEMIC BENEFITS TO STUDENTS: Real World Experience, Portfolio Reviews from world renowned professional photographers, Photography competitions with international community, and photography and Photoshop classes and training.

PROPOSED METHOD OF TRANSPORTATION:

District-owned vehicles

Transportation approval: _____

Other Airline

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

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	APPROX. COST	BUDGET CODE
Registration	<u>\$499.00</u> <u>\$1,937.00</u>	<u>400.11.270.1001.282.6360</u> <u>526-00-100-3400-282-6892 or 850-00-100-3400-282-6892</u>
Transportation	<u>\$414.00</u> <u>\$2,691</u>	<u>400.11.270.1001.282.6582</u> <u>526-00-100-3400-282-6519 or 850-00-100-3400-282-6519</u>
Meals	<u>\$264.00</u>	<u>400.11.270.1001.282.6582</u>
Lodging	<u>\$144.00</u> <u>\$504.00</u>	<u>400.11.270.1001.282.6582</u> <u>526-00-100-3400-282-6892 or 850-00-100-3400-282-6892</u>
Substitutes	<u>\$225.00</u>	<u>400.11.270.1001.282.6113</u>
TOTAL	<u>\$6,678</u>	

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

HOW ARE CHAPERONE EXPENSES PAID? tax credits and by chaperone


COST TO EACH STUDENT \$ \$300.00 + meals

HOW IS THIS TRAVEL MADE AVAILABLE TO ALL ELIGIBLE STUDENTS (LOW FAMILY INCOME PROVISIONS)? Parent Organization Scholarships

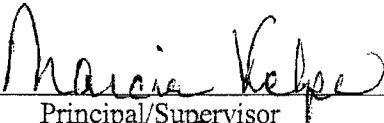
FUNDING SOURCE(S): _____

FUNDRAISING ACTIVITIES PLANNED (If applicable):

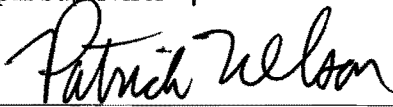
Gallery Openings (Art Sold)

SUBMITTED BY: 
Signature

6/14/10
Date

APPROVED BY: 
Principal/Supervisor

6/14/10
Date


Associate Superintendent/Superintendent

6-13-10
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): Scott Little

SCHOOL: District Offices
 Department (opt.): Finance
 DATE(S): Oct 18-20, 2010

ACTIVITY/EVENT: Annual AGRIP (Association of Government Risk Insurance Pools) Governance and Leadership Conference

LOCATION: Nashville, TN

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>
		<small>(Note: Tax credit contributions are District funds and require a budget code.)</small>
Registration	<u>Paid directly by AZ School Risk Retention Trust</u>	<u>001-00-100-2579-520-6360</u>
Transportation	<u>Paid directly by AZ Trust</u>	Mode <u>air</u> <u>001-00-100-2579-520-6582</u>
Rental Car	_____	_____
Meals	<u>Paid directly by AZ School Risk Retention Trust</u>	<u>001-00-100-2579-520-6582</u>
Lodging	<u>Paid directly by AZ School Risk Retention Trust</u>	<u>001-00-100-2579-520-6582</u>
Substitutes	_____	_____
TOTAL	<u>Paid directly by AZ School Risk Retention Trust</u>	

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

Purpose of travel: Travel to Annual AGRIP Governance and Leadership Conference

Outcomes and academic benefits to students and staff: Scott Little is the Treasurer of Arizona School Risk Retention Trust.

Submitted by:  7/21/10
 Signature Date

Principal/Supervisor _____ Date _____
 7-25-10
 Associate Superintendent/Superintendent Date