



GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: **July 28, 2026**

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

BACKGROUND:

STAFF

Tassi Call, Matt Munger, Julie Valenzuela and Orante Jenkins request permission to attend Legacy High School and EmpoweredED in Bismark, North Dakota on September 14-16, 2026. Approximate cost of travel is \$6,600.00 and will be paid using Title II funds. Three school days will be missed, and no substitutes are required.

Tassi Call and Tiffany Bucciarelli-Fay request permission to attend Parents as Teachers Conference in Portland, Oregon on October 5-8, 2026. Approximate cost of travel is \$5,100.00 and will be paid using Parents as Teachers funds. Four school days will be missed, and no substitutes are required.

BUDGET CODE KEY		
140.27.100.2579.6582.510.0000	Title II	Training Non-Instructional, Employee Travel, Office of Learning and Instruction
474.27.100.2579.6360.510.0000	PAT	Training Non-Instructional, Employee Training, Office of Learning and Instruction
474.27.100.2579.6582.510.0000	PAT	Training Non-Instructional, Employee Travel, Office of Learning and Instruction

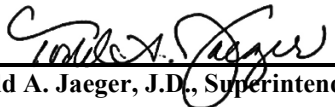
RECOMMENDATION:

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

INITIATED BY:


Matthew Munger
Associate Superintendent for Secondary Education

Date: July 27, 2026


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): Julie Valenzuela Matthew Munger
Tassi Call Orante Jenkins

SCHOOL: Wetmore

Department (opt.): Office of Learning & Instruction

DATE(S): 9/14/2026-9/16/2026

ACTIVITY/EVENT: Legacy HS and EmpoweredED

LOCATION: Bismark, ND

ABSENCE: # Days 3 Sub Required: ☐ Yes ☒ No

of School Days Missed 3

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

APPROXIMATE COST

BUDGET CODE/DESCRIPTION

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

Registration N/A

Transportation \$4,000.00

Mode air

140.27.100.2579.6582.510.0000

Meals \$600.00

140.27.100.2579.6582.510.0000

Lodging \$2,000.00

140.27.100.2579.6582.510.0000

Substitutes N/A

TOTAL \$6,600.00

The District will ☒ (or) will not ☐ receive reimbursement from outside sources. **For 2 people**

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

Purpose of travel: **To expand our Districts leadership team's vision for flexible learning structures, including flexible time & pacing, and to see demonstrations of learning that support implementation of our Promise of a Graduate competencies.**

Outcomes and academic benefits to students and staff: _____

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

☐ Academic Content

☒ Caring

☐ Citizenship

☒ Collaboration

☒ Communication

☐ Creative Thinking

☐ Critical Thinking

☐ Problem-Solving

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

Submitted by: Mary Thatcher 7/24/26
Signature Date

Principal/Supervisor

Date

Tassi Call
Associate Superintendent/Supintendent

7/24/26
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): Tassi Call _____
Tiffany Bucciarelli-Fay _____

SCHOOL: Wetmore
Department (opt.): OOLI
DATE(S): 10/5/2026-10/8/2026

ACTIVITY/EVENT: Parents as Teachers Conference

LOCATION: Oregon Convention Center, 777 NE Martin Luther King Jr. Blvd. Portland OR 97232

ABSENCE: # Days 4 Sub Required: ☐ Yes ☒ No # of School Days Missed 4

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

APPROXIMATE COST

BUDGET CODE/DESCRIPTION

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

Registration	<u>\$1,500.00</u>		<u>474.27.100.2579.6360.510.0000</u>
Transportation	<u>\$2,000.00</u>	Mode <u>air</u>	<u>474.27.100.2579.6582.510.0000</u>
Rental Car	<u>N/A</u>		_____
Meals	<u>\$600.00</u>		<u>474.27.100.2579.6582.510.0000</u>
Lodging	<u>\$1,600.00</u>		<u>474.27.100.2579.6582.510.0000</u>
Substitutes	<u>N/A</u>		_____
TOTAL	<u>\$5,100.00</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: To navigate together through the lens of deep experience, impactful evidence, and a culture of connection, motivated by leading speakers.

Outcomes and academic benefits to students and staff: To share all information with Early Childhood colleagues.

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

☐ Academic Content	☒ Caring	☐ Citizenship
☒ Collaboration	☒ Communication	☐ Creative Thinking
☐ Critical Thinking	☐ Problem-Solving	

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

Submitted by: Mary Thatcher 7/24/26
Signature Date

Principal/Supervisor	_____	_____
	<u>Tassi Call</u>	<u>7/24/26</u>
Associate Superintendent/Superintendent	_____	Date