

Arlington Public Schools

"Providing the means to accomplish dreams"

Supportive Information Sheet

Subject: OVERNIGHT TRIP: WRESTLING TEAM TO STATE

Action

Page(s): _____ Three (3), including cover _____

Submitted by: _____ Tom Roys, Athletic Director- AHS _____

Date: _____ January 26, 2009 _____

Background Information:

The Arlington High School Wrestling team has qualified for the State Wrestling Mat Classic Championships to be held in Tacoma, WA on February 19-21, 2009.

Administrative Consideration:

This activity is a culmination of dedication and hard work throughout the winter sport season. To have the opportunity to represent Arlington School District and community at the Wrestling State Mat Classic Championship is an honor. The cost of the trip will be covered in full by the AHS ASB Athletic Budget (2010-402).

Superintendent's Recommendation:

That the Board approves the Wrestling Team to attend the Mat Classic Championship Tournament in Tacoma, Washington on February 19-21, 2009.

ARLINGTON SCHOOL DISTRICT NO. 16
315 N. FRENCH
ARLINGTON, WA 98223

OUT-OF-STATE OR OVER-NIGHT FIELD TRIP REQUEST FORM

Board Policy #2320 requires that field trips which take students out of the state or are planned to keep students out of the District overnight must be approved in advance by the Board.

Please complete this form and submit it to the Administration Office prior to the regularly scheduled board meeting so that this information can be included in the board packet for review before the scheduled meeting time.

The employee who is submitting this form is required to attend the Board meeting to answer any questions which might be raised by a Board member.

Name Shaun Williams- Head Wrestling coach

Building Arlington High School

Date(s) of proposed out of state or over-night travel: February 19-21, 2009

The purpose for this travel request is: Attend the Wrestling Mat Classic in the Tacoma Dome.

The number of people who will comprise the group is: Approx. 10 kids and 2 coaches.

The estimated cost of the trip will be \$1445.68; and, the source of the funding for the trip is from Arlington High School Athletic ASB Budget (2010)

I have made arrangements with my immediate supervisor for coverage at my work site while I am not at work. _____*(please initial)*

I am willing to share information with my colleagues that I have gained from this travel experience in the following manner:

Employee Signature

Date

Immediate Supervisor Signature

Date

Out of state or over-night travel was approved denied

by the Board of Directors on: _____

**Please see the back for additional mandatory detail*

OUT OF STATE OR OVER-NIGHT TRAVEL REQUEST FORM

ADDITIONAL COMMENTS

*Please include the following information in the estimated cost for your proposed travel if applicable:

a) substitute costs, if necessary,

Shaun Williams- One day @ \$120.00

Jim Smoots- One day @ \$120.00

b) mileage costs -

Estimated fuel Efficiency of school van- 10 mpg.

Use of one school van @ current fuel rate of \$2.10 per gallon. Round trip:154 miles

Use of one school van @ current fuel rate of \$ 2.10 per gallon to drive from hotel to field:
Approx 50 miles.

Total mileage divided by 10mpg, times current fuel rate equals total mileage cost.

$204 \text{ miles} / 10 \text{ mpg} = 20.4 \text{ gallons} * \$2.10 = \$42.84$

Total Mileage cost $\$42.84 * 2 \text{ school vans} = \85.68

c) registration costs -

None

d) incidental costs related to this travel -

Hotel: \$500

Kids food: \$420.00

Reimbursement of 2 coaches food: \$200.00