

Arlington Public Schools
“Providing the means to accomplish dreams”

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| Supportive Information Sheet |
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Subject: **OUT-OF-STATE TRAVEL - AHS WIND ENSEMBLE
AND JAZZ BAND I TO ANAHEIM, CALIFORNIA,
MARCH 27-30, 2009**

Action

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

Submitted by: Kurt Criscione, Principal, Arlington High School

Date: January 26, 2009

Background Information:

Every year the AHS Wind Ensemble and Jazz Band I embark on a Spring Performance tour. Some years we go to share our music specifically with other schools and their bands, others we go to play for and learn from experts in our field. This year, these groups will be performing on a Disney sound stage doing what is called a Soundtrack Session. Here, the group will perform the background music for a feature film while the director leads them through the process of “synching up” with the action on the screen. Additionally, we are working to arrange an hour-long clinic for both groups with a university professor.

Administrative Consideration:

The out-of-state travel will allow our 50 students to continue to build lasting relationships with one another and make connections with other musicians who share the same passion. In addition we are fortunate to have parents in support of this activity as evidenced by the 11 parent chaperones. The trip is being paid for through fundraisers and parent contributions. We will be utilizing school buses for transportation to and from Sea-Tac Airport and a tour bus for small jaunts while in California.

Superintendent’s Recommendation:

The Board approves out of state travel for Arlington High On Hold and Wind Ensemble to attend Spring Band Tour 2009 in Anaheim, California, March 27- 30, 2009.

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

OUT OF STATE TRAVEL REQUEST FORM

Any out of state travel for an employee of the District, for any group of students who are supervised by a certificated or classified staff member, or any employee, or student chosen to represent the District at any approved event, needs to complete this form which will be reviewed by the Board of Directors prior to any consideration for travel approval. Board Policy 5327 specifies that this permission is necessary. Please complete this form and submit it to the Central 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 John Grabowski

Building Arlington HS

Date(s) of proposed out of state travel 3.27.09-3.30.09

Purpose of Trip - AHS Wind Ensemble and Jazz Band I annual performance tour. Also receiving a clinic for both groups from professor at ? University.

The number of people who will comprise the group is 50 students, 11 Adults

The estimated cost of the trip will be: \$41,200.28; and, the source of the funding for the trip is from Fundraising, parent contributions

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 which I have gained from my out of state travel experience in the following manner: discussions and workshops

Employee Signature Date 1/20/09

Immediate Supervisor Signature Date 1/20/09

Out of state travel was denied by the Board of Directors on: _____

**Please see the back for additional mandatory detail*

OUT OF STATE TRAVEL REQUEST FORM

ADDITIONAL COMMENTS

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

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| a) Substitute costs, as necessary, | |
| 1 day at \$150.00 = \$150.00 | \$150 |
| b) mileage costs, if necessary, | |
| School Buses (airport) | \$ 860 |
| Charter Buses 2 days @ \$750 | 1,500 |
| c) registration costs, if necessary | |
| Hotels, airfare, and entrance fees | \$617.28/student (x50) |
| Total Student Costs | \$30,864 |
| e) 11 Parent Chaperones | \$711.48/ parent (x11) |
| Grand Total | \$41,200.28 |

d) incidental costs related to this travel.

Meals purchased by individuals.

Mr. Grabowski may possibly use ASD budgeted Music Travel monies to cover his meals.