

Arlington Public Schools

"Providing the means to accomplish dreams"

Supportive Information Sheet

Subject: OUT-OF-STATE TRAVEL REQUEST~ JAZZMINE TO FULLERTON COLLEGE JAZZ FESTIVAL IN FULLERTON, CA, APRIL 1-6, 2009.

Action

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

Submitted by: Kurt Criscione, Principal, Arlington High School

Date: March 9, 2009

Background Information:

The Fullerton State Jazz Festival is among the largest high school competitions in the USA. Jazzmine will travel to Fullerton, California, to compete. Groups from universities, colleges, high schools and middle schools representing 25 states across the US will perform at the festival. Each group will be adjudicated by an expert panel, and receive a clinic from a jazz faculty member immediately following their performance. In addition to competing with the top schools, our students and director will be able to gain valuable insights into musical excellence by performing for, and listening to top jazz groups along with adjudication by experts in the field.

Administrative Consideration:

The out-of-state travel will allow our 28 students to continue to build lasting relationships with one another and make connections with other musicians who share the same passion. As AHS is striving to increase the rigor and expectations in all of our programs, this competition gives us a measurement by which to compare ourselves nationally. In addition, we are fortunate to have parents in support of this activity as evidenced by the 12 parent chaperones and 1 teacher. The trip is being sponsored by the Jazzmine Booster Club. For transportation, we will be utilizing the Arlington School District buses to and from the airport.

Superintendent's Recommendation:

That the Arlington School District Board approve the out-of-state travel request for Arlington High School's Jazzmine program to attend the Fullerton Jazz Festival, April 1-6, 2009 in Fullerton, California.

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

OUT-OF-STATE OR OVERNIGHT FIELD TRIP REQUEST FORM (Students Traveling)

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 Board Secretary at least one week 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(s) of Staff Member(s) Traveling	Lyle Forde
Building	Arlington High School
Dates of Travel	April 1-6, 2009
Date(s) of Event	April 1-6, 2009
Name of Event	Fullerton State College Jazz Festival
Purpose of Travel	Jazzmine will be competing in the Fullerton State College Jazz Festival, plus various other venues in So. Cal
Location	Fullerton, CA
Total Number of People Traveling	41.00
Estimated Total Cost of Trip	\$17,019.00
Source of Funding	AHS Jazzmine Booster Club

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

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

explain competitions and related preparation

Signature Redacted

Date 2-17-09

Employee Signature Redacted

Date 2/19/09

Signature Redacted

Immediate Supervisor Signature

Date

This travel request was approved denied by the Board of Directors on: _____

**Please see the back for additional mandatory detail*

COST DETAIL

1. NUMBER TRAVELING

STAFF MEMBERS	1	STUDENTS	28	NON-STAFF CHAPERONES	12	TOTAL	41
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2. SUBSTITUTE COSTS (if applicable)

Staff Member	Number of Days	Rate	Total Substitute Cost
Lyle Forde	1.00	\$140.00	\$140.00
			\$0.00
			\$0.00
TOTAL			\$140.00

3. TRANSPORTATION COSTS

Means of Transportation	Miles or Number	Rate	Total Cost
Bus to Sea Tac	200.00	\$1.45	\$290.00
Airfare to California	30.00	\$250.00	\$7,500.00
			\$0.00
TOTAL			\$7,790.00

4. REGISTRATION COSTS

Description	Number	Rate	Total Cost
Jazz Festival	1	\$275.00	\$275.00
			\$0.00
			\$0.00
TOTAL			\$275.00

5. LODGING COSTS

Description	Number of Rooms	Number of Nights	Rate	Total Cost
Wyndham Anaheim Park Hotel	8	5	\$83.60	\$3,344.00
				\$0.00
				\$0.00
TOTAL				\$3,344.00

6. OTHER COSTS (including meals)

Description	Number	Rate	Total Cost
3 Day Passes at Disneyland	30	\$149.00	\$4,470.00
Ground Transportation	1	\$1,000.00	\$1,000.00
			\$0.00
			\$0.00
TOTAL			\$5,470.00

7. ADDITIONAL INFORMATION/COMMENTS:

Chaperones (other than Lyle Forde) traveling with the group will pay for their own expenses.