

Arlington Public Schools
"Providing the means to accomplish dreams"

Supportive Information Sheet

**Subject: OVERNIGHT FIELD TRIP: AHS TRACK TO STATE
 TOURNAMENT - TACOMA, WA, MAY 29-30, 2009**

Action

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

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

Date: _____ March 23, 2009 _____

Background Information:

The Arlington High School track team will enter the District One, District tournament at Shoreline Stadium on May 20 and 22. Any competitors who finished first or second in their event will proceed to the State Track Championships at Mt. Tahoma High School, in Tacoma WA, May 29-30, 2009.

Administrative Consideration:

This activity is a culmination of dedication and hard work throughout the spring sport season. To have the opportunity to represent Arlington School District and community at the Track State 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 overnight field trip for the AHS Track team to attend the State Tournament in Tacoma Washington, May 29-30, 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 Judd Hunter- Head Track Coach

Building Arlington High School

Date(s) of proposed out of state or over-night travel: May 28-29, 2009. *29:30 jad per TROYS.*

The purpose for this travel request is: State Track Meet

The number of people who will comprise the group is: 18 *17 jad* (10 athletes, and 7 coaches: Judd Hunter, Brent Copenhaver, Chad Palmiter, Mike Shierk, Phil Smithson, Jim Welch and Andrea English)

The estimated cost of the trip will be \$4293.46; and, the source of the funding for the trip is from AHS ASB Athletic Budget (2010-402)

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:

signature redacted

Employee Signature
signature redacted

Immediate Supervisor Signature

3.11.09
Date

3/11/09
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,

Judd Hunter- 2 days @ \$120.00 per day- \$240.00

Brent Copenhagen- 2 days @ \$120.00 per day- \$240.00

Mike Shierk- 2 days @ \$120.00 per day- \$240.00

Chad Palmiter- 2 days @ \$120.00 per day- \$240.00

Andrea English- 2 days @ 120.00 per day- \$240.00

Phil Smithson- no sub needed

Jim Welch- no sub needed

b) mileage costs -

Estimated fuel Efficiency of school van- 10 mpg.

Use of school van @ current fuel rate of \$2.20 per gallon. Round trip: 162.42 miles

Use of school van@ current fuel rate of \$ 2.20 per gallon to drive from hotel to field:

Approx 50 miles.

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

212.42 miles / 10 mpg = 21.2420 gallons * \$2.20 = \$46.73 *2 vans= **\$93.46 total.**

c) registration costs -

None

d) incidental costs related to this travel -

Hotel: \$2000.00 approx.

Kids food: \$630.00

Food reimbursement for 7 adults: \$370.00