

Trip Applications for October 24, 2017

Board Members –

I wanted to make you aware that I have communicated to the schools that the first Board Meeting of the month is the one that we will be doing trip applications. When there are time sensitive applications, we will address those at the second board meeting of the month.

The following two trip requests are time sensitive.

1. PG Basketball Tournament over MLK Weekend
 - *Coach Randy McAllister needs to let the tournament director know if they are coming or not.
 - *The SCC is aware and has approved that the team will be traveling and practicing on Sunday.

2. Westlake Winterguard National Competition
 - *The school send in the application on time, but somehow it did not get to me at the district office.
 - *They will be going with the AF Winterguard (approved last board meeting). You will notice that the applications and itineraries are very similar.
 - *The SCC has approved their travel home on Sunday.

Thank you –

Rhonda Bromley

ALPINE SCHOOL DISTRICT

RB

Application for Student Overnight and/or Extended Trip

Name of School	Westlake High School						
Group Requesting Trip	Westlake Winterguard-Varsity						
Faculty Member in Charge	Jaycee Clark-Bentley						
No. of Students in Group	Female	20	Male	2	Total	22	
No. of Adult Supervisors **	Female	8	Male	4	Total	12	(min. ratio 1:10)
School Days to be Missed	(Not to exceed 3 days) 3 Days						
Dates and Times of Departure & Return	Tuesday, April 10, 2018 after 6 pm-Sunday April 15, 2018						
Estimated Max Cost Per Student	\$ 1100.00						
Amount Per Student from Fundraiser	-\$ 600.00						
Estimated Max Cost Per Student	=\$ 500.00						
Destination and Nature of Trip	Winterguard International Championships in Dayton, Ohio						
Objective of the Trip	Compete in the Winterguard International Championship						

NOTE: Itinerary, transportation, and lodging plans must be described in detail on attached forms.

School Certification and Approval

Jaycee Clark-Bentley

 Faculty Advisor Approval

9-14-17

 Date

[Signature]

 Principal Approval

This form must be typewritten or the request will be returned. All trips must meet one of the following guidelines: 1) Any trip **prior** to October 1st must be approved 90 days before travel. 2) All other extended excursions that require Board approval must be submitted by October 1st. 3) Exceptions will be approved only when an invitation to a national event or national competition occurs after the October deadline, in which case the request must be submitted at least 90 days before travel. 2) All other extended exc

**** Utah Code requires that all chaperones/supervisors have or will have a current criminal background check prior to the trip. No chaperones/supervisors will be allowed to participate unless a background check has been completed. The ratio is gender specific not total students (i.e., if your group includes 20 students—12 female and 8 male, you would need 2 female chaperones and 1 male chaperone).**

Please Initial *RB*

Parent Meeting to Discuss Trip Plans

To be completed by principal after parent meeting is held

Date:	Wednesday, August 18, 2017	Time:	6:30 pm	Place:	Westlake High School
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Parent's Preliminary Vote through Confidential Ballot - **ONLY ONE VOTE PER STUDENT**

No. of parents Approving the Trip	19	Only one vote per student is allowed. <u>If two parents are in attendance you may only count one of their votes.</u> Total Number of votes cannot be greater than the number of students that will be participating in the trip.
No. of Parent Opposing the Trip	3	
Total No. of Students in Group	22	
Approval %	86%	Number of Approved Votes ÷ No. of Students in Group = Approval %

Proposed Itinerary

Date	Destination	Activities	Lodging
4/10/2018	SLC to Dayton, OH	travel day	hotel
4/11/2018	rehearsal for championships	rehearsal day	hotel
4/12/2018	preliminary performance	perform	hotel
4/13/2018	semi-final performance	perform	hotel
4/14/2018	finals performance	perform	hotel
4/15/2018	Dayton, OH to SLC		

Mode of Transportation

Airplane-bus-airplane

Misc Comments/Information

Board Approval

Board Approval

Date

RB

ALPINE SCHOOL DISTRICT						
APPLICATION FOR STUDENT TRAVEL (IN-STATE & OUT-OF-STATE)						
Name of School:	Pleasant Grove High School					
Group Requesting Trip:	Mens Basketball					
Faculty Member in Charge:	Randy McAllister					
Destination:	Walnut Creek, CA					
Objective of the Trip:	To play against elite competition by invitation only at an inclusive tournament (hotel and food) and build team chemistry.					
Dates of Trip:	Departure Date: Jan 14, 2018 8 <i>am</i> Return Date: Jan 15, 2018 1 pm					
Number of School Days to be Missed:	0 (NOT to exceed 3)					
Number of Students in Group	F: 0	M: 16	Total: 16			
Number of Adult Supervisors*	F: 0	M: 6	Total: 6	(minimum ratio 1:10)		
Has this group been on a trip this school year?	Dates: 12/27-30			Term: 1	Number of Days Missed:	0
Does trip conflict with moratorium dates?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	If yes, attach UHSAA Moratorium Adjustment Form			
Did you send & receive parent consent for each participant?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>					
Estimated Cost Per Student:	\$ 150.00					
Less Amount Per Student from Fundraiser:	- \$ 125.00					
Estimated Maximum Cost Per Student:	= \$ 25.00					(total student out-of-pocket)
Itinerary, transportation, and lodging plans are described in detail on attached forms. Y <input checked="" type="checkbox"/> N <input type="checkbox"/>						

PARENT MEETING TO DISCUSS TRIP PLANS

(Refer to Policy #5150, Procedure 2.2.4)

(To be completed by principal after parent meeting is held)

Number of Parents Approving the Trip:	16	ONLY ONE VOTE PER STUDENT IS ALLOWED. If two parents are in attendance you may only count one of their votes. Total number of votes cannot be greater than the number of students that will be participating in the trip.
Number of Parents Opposing the Trip:	0	
Total Number of Students in Group:	16	
Approval %	100	Number of Approved Votes ÷ Number of Students in Group = Approval %

All trips must be approved 90 days before travel. Exceptions will be approved only when an invitation to a national event or national competition occurs outside of the 90-day deadline. If an exception is requested, a letter from the principal is required.

*Utah Code requires that all chaperones/supervisors have or will have a current criminal background check prior to the trip. No chaperones/supervisors will be allowed to participate unless a background check has been completed. The ratio is gender specific not total students (i.e., if your group includes 20 students—12 female and 8 male, you would need 2 female chaperones and 1 male chaperone). Policy 5150, 1.5

Faculty Advisor initial *Rm*

