



To: Dr. Charles Johns
Board of Education

From: Dr. R.J. Gravel

Date: Monday, July 25, 2022

Re: Overnight Student Trip for the Glenbrook South Varsity Football Team to Attend a Football Retreat at Augustana College

Recommendation

It is recommended that the Board of Education ratify the Superintendent's authorization for an overnight trip for Glenbrook South students to attend a varsity football retreat at Augustana College, July 19, 2022 through July 22, 2022 in Rock Island, Illinois.

Background

Board Policy 7230 authorizes student trips that offer valuable experiences for students outside the school district's boundaries. The policy was recently revised in February 2022 to define conditions and parameters based on the type of trip and the consideration process for all requests. The principal first approves all day and overnight trips, and any trip requiring an overnight stay must also be approved by the superintendent and the Board of Education.

Before being presented to the Board for consideration, the Associate Principal for Administrative Services works with the Business Services department to ensure that each trip proposal adheres to all conditions and parameters defined in Board Policy. This includes, but is not limited to:

- Classification of the trip;
- Determination of the approval process;
- Determination of financial responsibility and the process for collecting fees (if applicable);
- Travel insurance coverage (if applicable);
- Collection of a permission slip and verification of accident and health insurance coverage (if applicable);
- Lodging, meals, and transportation arrangements; and
- Registration requirements.

As Mr. Dave Shoenwetter shared in his memo, this trip provides an opportunity for Glenbrook South varsity football student-athletes to engage in the sport of football, while discussing and setting team goals, and participating in lessons that will last beyond high school. Approximately 60 students will attend the camp, and the trip will be primarily funded by students.

A detailed overview of the trip is provided in the attached materials. Additionally, a summary of the trip's conditions and parameters is provided in Table 1.

Table 1
Summary of Trip Conditions and Parameters

Condition or Parameter	Summary
Number of Staff	6
Number of Students (estimate)	60
Trip Category	Other Trip: All other overnight trips less than 400 miles from the school district (e.g., sports tournament that is not IHSA sponsored).
Classification of Trip	Overnight Trip
Approval of Trip	Principal, Superintendent, and Board of Education
Trip Insurance	Not Required
Verification of Accident and Health Insurance Coverage	Required
Source of Trip Funding	All Other Overnight Trips Over 400 Miles from the School District: The Board of Education will cover 100% of transportation expenses. Students will cover 100% of all remaining expenses, including those of staff members attending the trip.
Fee Collection Method	Bookstore
Amount Paid by Each Student	\$250.00
Remaining Trip Costs Paid by District	\$250.00

It is recommended that the Board of Education ratify the Superintendent's authorization for an overnight trip for Glenbrook South students to attend a varsity football retreat at Augustana College, July 19, 2022 through July 22, 2022 in Rock Island, Illinois. If there are any questions regarding this trip, please do not hesitate to reach out to Dr. Georges or me.



May 2, 2022

Dear Glenbrook Administration,

Below is a proposal for the Glenbrook South Varsity Football Retreat to Augustana College in Rock Island, Illinois.

The Glenbrook South Football program is looking to take a team retreat from July 19-22, 2022. The trip will involve roughly sixty student-athletes from the Glenbrook South football team who will take part in a team retreat at Augustana College. The retreat is intended to be a team building experience. The GBS varsity football staff (six coaches) will accompany the players and all activities will be supervised and led by the coaches.

Our team retreat has traditionally been the conclusion of the summer football camp, and the highlight of the summer for most of our players. We have found the experience to be very beneficial in coaching the game of football, discussing and setting team goals, and to teach lessons that we hope will last beyond high school. Beyond this, our players have developed better relationships between each other and with their coaches.

Thank you for your consideration of this opportunity for the student-athletes of the Glenbrook South football program.

Dave Schoenwetter
Glenbrook South High School
Head Football Coach

Glenbrook South Football Retreat to Augustana College

Head Coach: David Schoenwetter

Assistants: Travis Myers, Steve Stanicek, Matt Johlie, Adam Clendenning, Ossy Simmons

July 19-22, 2022

Students:

Roughly 60 student-athletes

We receive no money from the school to finance this trip. This is 100% paid by student-athletes.

Transportation:

Students will be transported via bus to Augustana College on July 19, 2022 and a bus home from Augustana on July 22, 2022.

Lodging:

Student-athletes and coaches will stay in the Swanson Dormitory on the Augustana College campus.

Fee:

Parents will pay a field trip fee for the trip through the GBS Bookstore/PowerSchool.

Safety Measures:

All school and Code of Conduct rules will be in place during the trip.

Camp Itinerary:

[2022 Football Itinerary](#)

Cost Allocation Worksheet:

[Field Trip Cost Allocation Link](#)

Field Trip Request:

[Football Field Trip Request](#)



Field Trip Request for Overnight Trips

Revised: January 2022

Trip Description

Type of Field Trip: Instructional Student Activity / Co-Curricular

School: Glenbrook North Glenbrook South Other: _____

Sponsor(s): David Schoenwetter Extension: 4406

Activity / Class Name: Glenbrook South Football

Description: GBS Football Team Retreat to Augustana College, Rock Island, IL

Date(s) of Trip: 7/19/2022 - 7/22/2022

Number of Chaperones: 6 Number of Students: 60 (numbers may vary by July)

Names of Chaperones: David Schoenwetter, Travis Myers, Steve Stanicek, Matt Johlle, Adam Clendenning, Ossy Simmons

Transportation Information

Departing from: Glenbrook South HS date: 7/19/22 at: 12:30 AM PM

Traveling to (complete address): Augustana College 639 38th Street Rock Island, IL 61201

Returning from (complete address): Augustana College 639 38th Street Rock Island, IL date: 7/22/22 at: 12:00 AM PM

Returning to: Glenbrook South HS date: 7/22/22 at: 4:00 AM PM

Students released from class (indicate time or blocks): _____

Permission Slip Needed? Yes No Should the bus remain with the trip? Yes No

Car(s): _____ Bus(es): 4 D225 Van(s): 1 Other: _____

Financial Information

Does this trip require money to be collected from students? Yes No

Begin Collection on: June 19, 2022 End Collection on: July 19, 2022

Cost Per Student

Cost per Student*: \$ 210 Can the Student Pay in Installments? Yes No

* See attached cost allocation worksheet for additional expense detail.

Accounting Details

Account Number: Instructional / Course Field Trip GBN: 10L200 4922 0000 20 000000 GBS: 10L300 4922 0000 30 000000

AS955225 Student Activity / Co-Curricular Field Trip
Please write account number above.

Approval

Requestor: David Schoenwetter Date: 5/2/22
Instructional Supervisor or Assistant Principal*: *Tom Mat* Date: 7/7/22
Associate Principal: *Cay F. Wynn* Date: 7/7/22

* Instructional field trips require the signature of an Instructional Supervisor; Student Activity field trips require the signature of the Assistant Principal.

Superintendent and Board of Education Approval

Principal: *Barbara J. Stager* Date: 7/7/22
Superintendent: _____ Date: _____
Board of Education: _____ Date: _____

For School Office Use

Date Request Received: _____
Date Trip Approved: _____
Date Bus Ordered: _____
Date D225 Van Reserved: _____
Cost of Transportation: _____
Request Sent to Business Services Department: GBN: gbnfeesetup@glenbrook225.org Date: _____
GBS: gbsfeesetup@glenbrook225.org _____

For Business Services Department Use

Fee Setup Activities: Master Fee Roster PowerSchool e~Funds for Schools F/R Setup
 Notice to Bookstore, Faculty Sponsor, and Administrative Assistant



Field Trip Cost Allocation Worksheet for Overnight Trips

Revised: May 2022

Trip Information

Trip Description: Glenbrook South Varsity Football Team Retreat to Augustana College - July 2022

General Expenses

		% Covered by District	<u>Total General Expenses</u>	<u>Expense Reconciliation</u>
Registration:			Registration:	Proportionally paid by students: <u>\$0.00</u>
Judging:			Judging:	The district will pay: <u>\$250.00</u>
Officiating:			Officiating:	Total Cost: <u>\$250.00</u>
Bus/Car Expense:	\$250.00	100%	Bus/Car Rental:	\$250.00
Other*:			Other*:	
Total Cost:	\$250.00		Total Cost:	\$250.00

* Other Description: _____

Staff Expenses

Number of Staff: 6

	<u>Per Staff Member</u>	% Covered by District	<u>Total Staff Expenses</u>	<u>Expense Reconciliation</u>
Registration:			Registration:	Each staff member will pay: <u>\$225.00</u>
Meals:	\$125.00	0%	Meals:	The district will pay: <u>\$0.00</u>
Air Fare:			Air Fare:	Total Cost: <u>\$1,350.00</u>
Lodging:	\$100.00	0%	Lodging:	\$600.00
Trip Insurance:			Trip Insurance:	\$0.00
Total Cost:	\$225.00		Total Cost:	\$1,350.00

Student Expenses

Number of Students: 60

	<u>Per Student</u>	% Covered by District	<u>Total Student Expenses</u>	<u>Expense Reconciliation</u>
General Expenses:	\$0.00	n/a	General Expenses:	Each student will pay: <u>\$225.00</u>
Registration:			Registration:	The district will pay: <u>\$0.00</u>
Meals:	\$125.00	0%	Meals:	Total Cost: <u>\$13,500.00</u>
Air Fare:			Air Fare:	\$0.00
Lodging:	\$100.00	0%	Lodging:	\$6,000.00
Trip Insurance:			Trip Insurance:	\$0.00
Total Cost:	\$225.00		Total Cost:	\$13,500.00

Total Trip Expenses

General Expenses:	\$250.00
Staff Expenses	\$1,350.00
Student Expenses	\$13,500.00
Total Cost:	\$15,100.00

Payment Responsibility Summary

Paid by Staff:	\$1,350.00
Paid by Students:	\$13,500.00
Paid by District:	\$250.00
Total Cost:	\$13,750.00

AS955225 = Football Activity Account; TSATH4640 = Gas for D225 Minibus

The account number(s) listed above will be charged for all "Paid by District" expenses.

Glenbrook South Football - Camp Championship 2022

Tuesday July 19, 2022

- 12:30pm Gather at GBS/Assigned Bus/Eat on the Bus
1:00pm Depart for Augie/Stop at DeKalb Oasis/Complete Book Packet
4:30pm Arrive Augustana
5:00pm Check into Dorm/Dorm assignments are posted
5:30pm Box Dinner w/ your offensive unit at dorms or interview roommate
6:30pm Transition to the Stadium
7:00pm-8:30pm Practice
9:15pm-10:30pm Team meeting in Science Hall – What do we want from Camp Championship?
11:00pm Lights Out

Wednesday July 20, 2021

- 6:30am Breakfast – Eat with Off. Unit while you eat.
- What is your Unit Goal for camp? Write it on a card to post on locker room door.
7:00am Head to the locker room and get ready for practice. Post Goal Card
7:30am Get pads out and prepare to practice.
7:40am Practice Field (7:40-9:45) – Shells, Effort Award of the practice
10:30am Film Review in Science Hall. Some roommate intro's before we leave.
- Feet on the ground, sit upright, take notes.
11:15am Lunch - Eat with your Defensive Unit
- Decide on a Unit Goal for camp. Complete the Goal Card and prepare to post it on the locker room door.
11:45pm 30-45min Unit Book Discussions near Cafeteria
1. What did you like best about the book.
2. -
12:30pm Down time
1:00pm Tournaments (bus vs. bus)– Bags, Cards, Jenga, spike ball
2:50pm Head to Locker Rooms. Post Defensive Goals for Camp
3:30pm Practice (3:30-5:30) Finish with roommate intros and effort award of the practice.
6:15pm Dinner – Eat with your assigned group. (Assigned meal #1. Topic: ?)
7:30pm Gather and head to Science Hall
7:40pm Book Meeting 2 – 25 min...then large group meeting for 25 minutes.
1. Pages 5 and 6 from the packet in small group
2. **Coach Schoenwetter goes over pages**

8:30pm Science Hall – Finish Roommate intro's, Movie – Perfect Effort?
- What do we need to do better tomorrow?
10:30pm Players in Rooms/Advocate Time/Lights Out

Heat adjusted schedule (If needed)

11:00am – lunch

11:45am – 1-hour discussion of *Above the Line* by Unit

1:00pm – large group discussion of book / Introduce your roommate / Coaches Power Points

2:30pm – tournaments at dorm/one on one meetings with position coach (self-assessment)

5:00pm – Dinner/one on one meetings with position coach

6:30pm- – practice 6:35pm-8:15pm – shorten practice

9:00pm – First part of Movie in Science Hall

10:30pm – lights out.

Thursday July 21, 2021

6:30am Breakfast with assigned dining group (Assigned group #2. Topic: ?)
7:40am Practice (7:40-9:45)
10:30am Film Review in Science Hall – Finish roommate intro's if needed
11:15am Lunch with assigned dining groups. (Assigned group #3. Topic: ?)
11:45am Book Discussions 3 near Café (45 minutes)
1. Go through pages
12:30pm Senior Meeting – Season Goals – Jr.'s Meet with unit Coach (5m each)
1:00pm Bus v. Bus Games
2:25pm Head to Locker Room for practice
2:55pm Practice – (2:55-4:45) – Effort Award T-shirt
5:00pm Weight Room (5:00-5:45) – Effort Award T-shirt
6:15pm Dinner with assigned dining group (Assigned group #4. Topic: ?)
7:45pm Gather to head to Science Hall
8:00pm Science Hall – 10-80-10 Chart and The Power of Belief (page 20)
8:30pm Book Discussion as a Group (8:30pm-9:00pm) Topic: ?
9:00pm Coaches PPT presentations
9:45pm Discussion/Set goals for the 2021 Season
11:00pm Lights Out

Heat adjusted schedule (if needed)

11:00am – lunch

12:30pm – Tournaments/one on one meetings

2:30pm – bus meetings on standards

5:00pm – Dinner
6:30pm – Practice 6:30pm – 8:30pm
9pm - Lecture Hall Session – Season Goals
10:30pm – lights out

Friday July 22, 2022

6:30am	<u>Breakfast</u> with assigned dining group (assigned group #5. Topic: ?)
7:45am	<u>Practice</u> (7:45am-9:15am) – Effort award t-shirt
10:00am	<u>Film Review in Film Rooms/Assess the Camp</u>
10:45am	Box Lunch
11:15pm	Clean up your room and pack
11:45pm	Pack the Buses
12:00pm	Depart for Glenview
3:30pm	Arrive in Glenview

Augie Staff:

- Three nights and three days this year and we are bringing about ___ varsity kids and 6 coaches. Numbers can always change because we are dealing with kids.
- Can we have (2) meeting rooms for film study after the morning practice in the Science Hall and on the first night?
- We would like to use the Science Hall in the evening on Tuesday, Wednesday, and Thursday.
- Can we use the main gym for practice if we get bad weather?
- Can we shower in the team locker room and keep our equipment in there?
- Can our coaching staff shower after practice in a separate locker room from the kids?

Thank you.

Coach Dave Schoenwetter

Cell: 847-769-8665