

OFFICE OF THE PRINCIPAL
GLENBROOK NORTH HIGH SCHOOL

To: Dr. Mike Riggle

From: Dr. John Finan

Re: GBN Speech National Tournament

Date: April 27, 2016

Attached is a request from Sarah Ilie, GBN Speech coach, to participate in the National Speech and Debate Association (NSDA) National Tournament in Salt Lake City, UT, June 12 - 18, 2016. Included documents are: trip rationale, routine district travel request forms, and board policy 7230, Student Trips.

GBN students competed in the NSDA's district tournament to qualify for the national competition. In the Northern Illinois District, seven Glenbrook North students have advanced to compete at the national level. I fully support this opportunity and ask for your support as well.

JF:rp

enc.

GLENBROOK HIGH SCHOOLS

Travel Requests Requiring Board of Education Approval

I. School GBN GBS GBE GBOC District

II. Initiator Sarah Ilie Phone x2640

Position teacher/coach Date of Submission 4/6/16

III. **Date and Times of Leave/Return**

Total Number of School Days Missed per Person none

Departure Date/Time 6/12/16 Return Date/Time 6/18/16

IV. **Name of Individuals Participating in Tour:** (Attach list if necessary.)

Teachers and Staff Sarah Ilie, Kate Fester, Amy Ticho, Gerald Nevin, Dore Springer.

Students

V. **Description, Destination, and Reason for Trip**

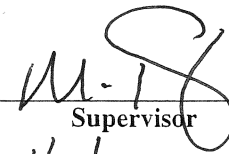
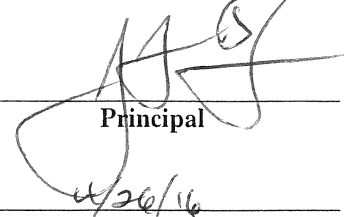
National tournament for NSDA (see attached)

VI. **Cost of Trip**

Was this trip included in your Dept. Bldg. District Budget?

	Total Amount	Per Person	Account #
Registration	_____	_____	_____
Lodging	_____	_____	_____
Meals (Advance)	_____	_____	_____
Judging	_____	N/A	_____
Substitute Teacher	_____	N/A	_____
Transportation	<u>See attached</u>		_____
Air	_____	_____	_____
Bus/Car	_____	_____	_____
District Total	_____	N/A	N/A
Cost to Student	_____	_____	N/A

VII. **Approval**

<u></u> Supervisor	<u></u> Principal	_____ Superintendent
<u>4/21/16</u> Date	<u>4/26/16</u> Date	_____ Date

Reminder: No purchase or expenses prior to Board of Education approval.

Request For Travel-National

With Cost to Student

COST FOR TEACHERS & STAFF

Total Number of Staff:

6

	Per Person	Total(Cost times # of staff)	Account#		<u>Meals for Staff</u>
Food		\$224.00	\$1,344.00		Breakfast \$4.00
Transportation:					Lunch \$8.00
Air	\$400.00		\$2,400.00		Dinner \$20.00
Bus/Car	\$125.00		\$750.00		Per Day Cost \$32.00
Lodging	\$550.00		\$3,300.00		
TOTAL	\$1,299.00	\$7,794.00	136342		

COST FOR STUDENTS

Total Number of Students:

7

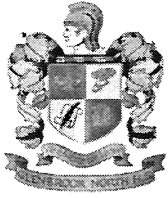
	Per Person	Total(Cost times # of students)	Student Cost	District Cost	Account #
Transportation:					
Air	\$400.00	\$2,800.00	\$700.00	\$2,100.00	
Bus/Car	\$125.00	\$875.00	\$218.75	\$656.25	
Lodging	\$450.00	\$3,150.00	\$787.50	\$2,362.50	
TOTAL	\$975.00	\$6,825.00	\$1,706.25	\$5,118.75	820740/136342

COST OF REGISTRATION, JUDGING and/or OFFICIATING

Total Cost	Account#
Registration	\$765.00
Judging/Officiating	\$2,840.00
TOTAL	\$3,605.00

TOTALS

COST TO DISTRICT:		\$15,000.00	(Staff total plus Registration plus Total District Cost)
COST TO STUDENT:		\$3,224.00	(Total of the student cost)
COST OF TRIP:		\$18,224.00	(Cost to District plus Cost to Student)



Glenbrook North High School

2300 Shermer Rd, Northbrook, IL 60062

Phone: 847-509-2640

Date: April 6, 2016

To: Mike Riggle
John Finan
Kris Frandson
Mike Tarjan

From: Sarah Ilie, head coach of the Speech/I.E. program

RE: Speech/I.E. NSDA (National Speech & Debate Assoc.) National Tournament, June 12-18, 2016

The Glenbrook North Speech/Individual Events Team is pleased to announce that SEVEN students have qualified to the 2016 NSDA National Tournament in Salt Lake City, UT.

Speech/I.E. is an IHSA sponsored national program for students interested in developing public speaking and oral interpretation skills. Students compete both locally and nationally, and a secondary organization, National Speech and Debate Association, hosts the national tournament every summer for high school students who qualified from various districts around the country.

This year, Glenbrook North students competed in the NSDA Northern Illinois District and qualified SEVEN speech students to the National Tournament. The advancing students include:

- Three female GBN seniors and two male GBN seniors
- One female GBN junior and one female GBN freshman
- The students qualified to Nationals in both acting and public speaking events: one duo interpretation pair, a senior in international extemporaneous speaking, two entries in original oratory, a senior in dramatic interpretation, and a freshman in humorous interpretation.
- All students are also qualified to compete in additional events such as prose reading, poetry, expository speech, impromptu speaking, and story telling.
- All of these students competed throughout the 2015-2016 season and finished in the top 6 at every tournament. One of the students placed 3rd at the IHSA State series.

NSDA requires supervision of students during competition and adult speech judges that will cover a set of required number of competition rounds at the National Tournament. Due to many students we are taking this year, we will require supervision at three different competition sites and judging of a total of 48 competition rounds. Thus, we request the attendance of all five coaches, including myself as head coach and 4 assistant coaches, who will both supervise and judge competition rounds. We also request a hired judge who will officiate competition rounds.

Attached you will find a spreadsheet that specifies the financial details of the trip. Transportation estimates are attached. We compared the group rates provided by the NSDA with the rates provided by other major hotels, and chose the best-quoted price. A schedule highlighting the tournament itinerary is also provided for your reference.

Itinerary for 2016 NFL National Tournament trip:

- June 12: Arrive in Salt Lake City, UT, complete registration, attend beginning ceremonies, and group practice session
- June 13~16: Competition (preliminary and initial elimination rounds)
- June 17: Final round competition and award ceremony
- June 18: Leave for Chicago, IL

Sincerely,

Sarah H. Ilie
Speech/I.E. head coach
Social Studies teacher

Glenbrook High School District #225

BOARD POLICY: STUDENT TRIPS

7230

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Section A - Introduction

The Board of Education believes that structured learning should not be limited to the classroom. Valuable experiences for Glenbrook students exist within and outside the boundaries of District #225. The Board also realizes that additional responsibilities arise whenever students are taken from the school premises. Staff, parents, and students should be aware of these responsibilities and the necessity for reasonable administrative procedures. The physical welfare of our students and staff must always be paramount in our considerations. It shall be the policy of this Board of Education to maintain insurance for the liability of the district, its board members, its employees, and authorized volunteers as a result of student injury, property loss and general liability coverage on student trips. It shall also be the Board's policy to encourage the maintenance of adequate personal automobile liability and medical insurance by our staff members.

Section B - Definition of Student Trips

A student trip shall be considered to be a school-sponsored activity away from the school premises usually falling within two major areas.

1. Instructional Field Trips and Extended Classroom:

Instructional field trips provide experiences out of the classroom that are normally carried on during regular class hours and are related to the planned curriculum. In some instances pre- and post-school hours may be utilized.

- a. A field trip implements and/or augments group classroom instruction. Transportation for field trips is restricted by The School Code to Illinois or adjacent states.
- b. An "extended classroom" allows individual students to pursue their studies in various work-related, volunteer, or observation activities outside the classroom.

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2. Student Activity Trips:

Student activity trips are connected with regularly sponsored in school or post-school programs and may include but not be limited to the following:

- a. An activity trip as part of an extracurricular activity
- b. A contest (or practice for a contest) between students representing Glenbrook and another secondary school, or between participants in intramural sports (contestants, cheerleaders, marching band, etc.)
- c. A performance or exhibition displaying special talent by an individual or group of students (e.g., band, chorus, etc.)
- d. A convention or workshop in which an individual or group of students representing Glenbrook participate (e.g., student council convention or workshop)

Section C – General Parameters

1. All student trips must be approved by and will be subject to the procedures set forth by the school principal or the designated representative.
2. Recommendation of the principal and approval of the superintendent shall be required for all overnight student trips. Recommendation of the principal and the superintendent and approval of the Board shall be required for all student trips conducted outside the State of Illinois or adjacent states.
3. Funding for student trips shall be in accordance with the guidelines adopted by the Board.
4. No student shall be penalized for non-participation in a class field trip. No student shall be penalized for participation in a class field trip or student activity trip.
5. Reasonable administrative care should be taken to ensure safety and orderly behavior on all student trips. Staff members shall accompany all field trips except “extended classroom” trips.
6. All Board and school policies, procedures and regulations regarding student conduct apply for students on student trips.

BOARD POLICY: STUDENT TRIPS

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7. Transportation on all student trips should be by district-owned vehicles or by commercial vehicles, whenever practical. Occasionally, because of a limited number of participating students, private transportation is permissible when approved by the principal or the designated representative. In these instances, travel may be by private automobile, if the driver is a Glenbrook staff member, parent, or student.
8. Students participating in student trips must travel to and from the trip's destination in the school-sponsored mode of transportation unless an exception for good cause is made by the trip's sponsor for the student to be transported by the student, his/her parent or guardian.
9. The Parental Permission Slip and Field Trip Request Application, as specified in the procedures to this policy, shall be used in complying with this policy.

Source: School Code; Section 10-20.19
10-22.22,
10-22.29b
29-3.1

Revised: February 6, 1978
Revised: September 10, 1984
Revised: October 28, 1996
Revised: May 29, 2001
Revised: July 10, 2006