

GLENBROOK SOUTH HIGH SCHOOL

Northfield Township High School District 225

4000 WEST LAKE AVENUE
GLENVIEW, IL 60026
Web: gbs.glenbrook.k12.il.us
Telephone: 847.729.2000
Fax: 847.486.4462



Office of the Principal

To: Dr. Mike Riggle

From: Brian K. Wegley

Re: Speech Team Trip

Date: April 8, 2009

Attached is a travel request for our three speech team members who have qualified for the National Forensics League Speech Tournament that will be held in Birmingham, Alabama. It is with much pride that we send three students to this national competition.

Students will leave on the morning of Saturday, June 13, 2009 and will return on the evening of Saturday, June 20, 2009. This trip will occur after the conclusion of the school year and should not interfere with any academic requirements.

I support this trip and wish them well.

Please let me know if you need anything further.

GLENBROOK HIGH SCHOOLS

Travel Requests Requiring Board of Education Approval

I. School GBN GBS X GBE GBOC District

II. Initiator Mark Maranto Phone ext. 4482

Position Head Speech Coach Date of Submission 03/17/09

III. Dates and Times of Leave/Return

Total Number of School Days Missed per Person 0 days

Departure Date/Time 06/13/09 AM Return Date/Time 06/20/09 PM

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

Teachers and Staff Mark Maranto, John Knight, Sarah Lee

Students Sam Bubnovich, Tomny Sokolowski, Patrick Lawrie

V. Description, Destination, and Reason for Trip

National Forensics League Speech Tournament to be held in Birmingham Alabama. Students will compete in the national competition.

VI. Cost of Trip

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

	Total Amount	Per Person	Account #
Registration	\$150.00	\$50 per student	136343
Lodging	\$3332.00 + tax	\$119 X 4 rooms X 7	136343/830410
Meals (Advance)	\$ 768.00	8 days/3 coaches	136343
Judging	\$100.00	N/A	136343
Substitute Teacher		N/A	
Transportation			
Air	\$1800.00	\$300	136343/830410
Bus/Car	\$635.79	1 Van \$425.68/1 Car \$210.11	136343/830410
District Total	\$ 5,968.59	N/A	N/A
Cost to Student	\$ 592.20		N/A

VII. Approval

[Signature] [Signature] [Signature]

Supervisor 3/17/09 Principal 4/8/2009 Superintendent 4/8/2009

Date Date Date

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

Form approved by Board of Education 12/15/97.

MEMO

To: Brian Wegley
Gary Freund
Jim Shellard

From: Mark Maranto – GBS Speech

Date: March 17, 2009

Re: Request for Nationals trip ---Speech Team Individual Events

This is the trip request for the National Forensics League Tournament on June 14-19, 2009. This is the annual national tournament and will be held in Birmingham, Alabama. We have qualified three students.

Air Travel

3 students and 3 coaches/judges @ \$300.00 a piece (approximately)
Total = \$1800.00

Principals' Contribution (-25% of student air fare) = \$1350.00

Hotel Rooms

We will be in four hotel rooms for seven nights. The hotel rooms are \$119.00 a night plus tax.
Total is approximately \$3332 + tax

Principals' Contribution (-25% of student rooms) = \$3123.75

Entry Fee

3 competitors @ \$50.00 = \$150.00

Total/Principal's Contribution: \$150.00

Judging Bond

1 @ \$100.00=\$100.00

Meal Money

3 adults @ \$32.00 a day for 8 days --\$ 768.00

TOTAL = \$768.00

Ground Transportation

1 Rental Van - \$425.68

1 Rental Car- \$210.11

Total including tax = \$635.79

Principals' Contribution (-25% for student travel) = \$476.84

TOTAL BUDGET REQUEST: \$5,968.59