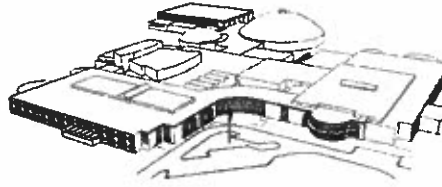


**GLENBROOK
SOUTH
HIGH SCHOOL**

Northfield Township High School District 225

4000 WEST LAKE AVENUE
GLENVIEW, IL 60026
Web: gbs.glenbrook.k12.il.us
Telephone: 847.729.2000
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Office of the Principal

To: Dr. Mike Riggle

From: Brian K. Wegley *BKW*

Re: 9.b - POMS Trip #2

Date: August 2, 2011

Attached is a travel request from Coach Kelli McDonald to take our JV Titan Poms team to the Universal Dance Association Spirit of America Competition at the Mall of America in Minneapolis, MN. As defined in the attached Board Policy 7050, this will be an Educational Tour, which is travel conducted, but not financed, by the district.

I support the approval of this tour.

Please let me know if you need any additional information.

July 14, 2011

Dear Board Members,

I am writing to ask your permission to take the Junior Varsity Titan Poms to the Universal Dance Association, Spirit of America Dance Competition. The competition will take place at the Mall of America in Minneapolis, Minnesota on January 7, 2012. The Junior Varsity Titan Poms have begun their preparations for the competition season by attending the Universal Dance Association Elite Camp at Illinois State this past June. The girls will be practicing throughout the summer at an intensive GBS camp, as well as, participating in numerous weekend and afterschool practices to prepare them for their competition season. This opportunity will provide the Junior Varsity team with an experience that will prepare them for the Varsity team and their trip to Nationals in Orlando, FL. This competition also allows them to compete against the top teams in the Midwest. With board approval, this competition will be the highlight of the season for both the students and their families of the Junior Varsity Team. We greatly appreciate your continued support.

Sincerely,

A handwritten signature in black ink that reads "Kelli McDonald". The signature is written in a cursive style with a large, looped "M".

Kelli McDonald
Glenbrook South High School
Junior Varsity Titan Poms Coach

BOARD POLICY: EDUCATIONAL TRAVEL EXPERIENCES

7050
Page 1 of 2 pages

Section A - Introduction

The Board of Education of District #225 believes that educational travel experiences can provide significant educational experiences for Glenbrook students. However, it is the policy of the Board of Education that such travel experiences should not be scheduled to conflict with normal student attendance days. Under extraordinary circumstances, the Board may approve exceptions to this policy.

Section B - Educational Tours: Travel Conducted, but Not Financed, by the District

1. The Board of Education is authorized by Illinois statute to conduct educational tours as a supplement to particular courses of instruction, within or without the district, the State of Illinois, or the United States.
2. Recommendation of the principal and approval of the superintendent shall be required for all educational tours. Recommendation of the principal and the superintendent and approval of the Board of Education shall be required for educational tours conducted outside the State of Illinois or adjacent states, and for educational tours that require students to be absent from school for one day or more.
3. No student or employee may participate in an educational tour unless he has accident and health insurance coverage protecting against bodily injury or death and, if he is an employee, disability while participating in the tour. Cost of said insurance shall be assumed by the organization financing the tour. Validation of satisfactory insurance coverage shall be made in writing to the assistant superintendent of business affairs.
4. The Board of Education is not authorized to use school funds for any expenditures incurred on such a tour for meals, lodging, or transportation costs. However, the Board may authorize the payment of salaries of necessary personnel while on tour if the personnel are performing in the ordinary course of their employment.
5. All school rules and regulations regarding student conduct shall apply for students participating in educational tours.

Section C - Educational Travel : Travel Not Sponsored, Supported, or Conducted by the District

1. The Board of Education authorizes the superintendent to approve requests submitted by a school employee or a private agency and which have been recommended for approval by the principal, to use school facilities to inform students of educational travel programs within any of the fifty United States or any foreign country which, in the discretion of the principal and the superintendent, have educational significance for the district's students. Such use may be granted only with the clear understanding that the program is not sponsored or supported by the Board of Education and that the Board of Education assumes no legal responsibility or financial liability related to the program. Further, all materials used by the sponsoring agency in publicizing the program must contain a statement to this effect which has been approved by the superintendent. These same materials must also carry the identification of the sponsoring agency.

2. No student or employee may participate in educational travel unless he has accident and health insurance coverage protecting against bodily injury or death and, if an employee, disability while participating in the educational travel. Cost of said insurance shall be assumed by the employee or private agency financing the educational travel. Validation of satisfactory insurance coverage shall be made in writing to the assistant superintendent of business affairs.

Section D - Use of Equipment, Materials, or Supplies to Promote Educational Travel

Glenbrook equipment, materials or supplies, including stationery, shall be used for school-sponsored activities only, and shall not be used for any educational travel which is not school sponsored.

Section E - Student Trips Exclusion

Student trips are not included within the provisions of this policy.

Approved: April 12, 1971
Revised: February 5, 1973
Revised: December 1, 1975
Revised: February 6, 1978
Revised: January 23, 1984
Revised: September 10, 1984
Reviewed: November 14, 1988
Revised: October 28, 1996
Revised: November 27, 2000