

OFFICE OF THE PRINCIPAL
GLENBROOK NORTH HIGH SCHOOL

To: Dr. Mike Riggle

From: Dr. John Finan



Re: GBN Math Team Tournament

Date: September 7, 2016

Attached is a request from Mr. Stephen Goodman, GBN Math Team Coach and Dr. Maria Vasilopoulos, GBN Math Instructional Supervisor to allow student participation in the Harvard-MIT Mathematics Tournament, November 12, 2016 in Boston, MA. Included documents are: trip rationale, routine district travel request forms, and board policy 7230, Student Trips.

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 Steve Goodman Phone 2681
 Position Math Team Coach Date of Submission _____

III. Date and Times of Leave/Return
 Total Number of School Days Missed per Person 0
 Departure Date/Time 11/11/2016 ~12:00 Return Date/Time 11/13/2016 ~12:00

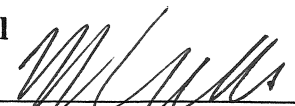
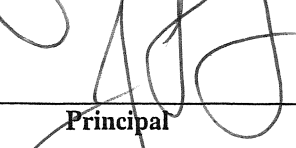
IV. Name of Individuals Participating in Tour: (Attach list if necessary.)
 Teachers and Staff Steve Goodman
 Students TBA

V. Description, Destination, and Reason for Trip
Harvard/MIT Mathematics Tournament Boston, MA
National Prestigious HS Math Competition

VI. Cost of Trip
 Was this trip included in your Dept. _____ Bldg. _____ District _____ Budget? _____

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

VII. Approval

 _____ Supervisor _____ Date	 _____ Principal _____ Date	_____ Superintendent _____ Date
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Reminder: No purchase or expenses prior to Board of Education approval.
 Form approved by Board of education 12/15/97.

September 2, 2016

Dear District 225 Board of Education:

Since 1998, the Harvard-MIT Mathematics Tournament has been a premier national high school mathematics competition. Approximately 15 years ago, the Glenbrooks sent a team there to compete.

The GBN Math Team would like to bring a cohort of qualified students to have the experience of competing in a national math contest. We are proposing that expenses would be paid by the families of those students attending, with fundraising to assist as necessary. There would be no cost to the district. Students would try-out for the travel team through an examination determined by the GBN Math Team coaches.

There are many benefits of attending a national (actually international) mathematics contest. Our students would get to compete with and interact with top mathematics students from around the world. They would get to visit the campuses of two outstanding universities as Harvard and MIT are co-hosting this event. They would represent GBN on a national stage while working both individually and as a team through challenging, thought-developing questions. Finally, by traveling to another state on a weekend trip, students will develop a camaraderie and strong sense of team.

This year's contest is on Saturday, November 12. There are activities for students on the evening of Friday the 11th. We would fly from O'Hare to Boston Logan on Friday afternoon (a holiday and thus no classes for students). After competing all day Saturday, we would fly back to Chicago on Sunday morning, with students meeting their families at baggage claim.

Thank you so much for your consideration.

Sincerely,

Stephen Goodman
Glenbrook North Math Team Coach
Math and Computer Science Teacher

Dr. Maria J. Vasilopoulos
Instructional Supervisor of Mathematics
Glenbrook North HS

Proposed Expenditures for GBN Math Team Trip to Harvard-MIT Mathematics Tournament:

All funds would be paid by students and their families and fundraising. Costs for the adult chaperone are incorporated into the total and would be split amongst the students.

Two teams of 6 students with 1 coach

Registration	2 teams * \$80 / team	\$160
Lodging	4 rooms * \$250/night * 2 nights	\$2000
Transportation	Air: 13 people * \$187	\$2431
	Ground :	\$200
Total		\$4791 = \$400 / student

Glenbrook High School District #225

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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.

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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