


OFFICE OF THE PRINCIPAL
GLENBROOK NORTH HIGH SCHOOL

To: Dr. Mike Riggle

From: Paul Pryma 

Re: Request for Addition to GBN Debate Calendar

Date: November 4, 2009

Attached is a request from Michael Greenstein, Debate Coach at GBN, to participate in the Northwestern Clarion Dewitt Hardy Round Robin held November 24 - 25, 2009 at Northwestern University. As Mr. Greenstein explains in his attached memo, GBN was invited to this invitation only competition based upon our showing in the St. Marks Invitational earlier this season in October.

GBN hopes to send two students to the Round Robin. These students will miss school on November 24th. The students will commute from home each day to the competition. The one hundred dollar entry fee will be the cost.

I fully support this addition to the GBN calendar. The calendar remains well within the parameters stipulated by Board guidelines.

PP:ri

enc.

TO: Paul Pryma, Principal
FROM: Alma Nicholson and Greg Malis, Speech Team Coaches
RE: Newman Invitational, New Orleans, Louisiana
DATE: November 4, 2009

We are requesting to get your and the Board's approval to attend the Newman Invitational Speech Tournament in New Orleans. The tournament takes place on December 11-12, 2009. We have attended this tournament in each of the previous three years.

This tournament has a long history of competitive excellence and presents a diversity of competition (southern states) that our students do not normally see. It provides a gauge for our students against some of the best in the country, which is important since our most challenging tournaments in Illinois take place in January and February with NFL Districts in March. It drives our students to be better prepared for the culminating tournaments, especially NFL Nationals, if we qualify.

We have enjoyed the trip, we have enjoyed a lot of competitive success in the past, and we hope to be able to attend again this year.

Thank you.

GLENBROOK HIGH SCHOOLS Travel Requests Requiring Board of Education Approval

I. School GBN GBS GBE GBOC District

II. Initiator Alma Nicholson Phone X 2672

Position Head Coach, Speech Team Date of Submission 10/20/09

III. Date and Times of Leave/Return

Total Number of School Days Missed per Person 1

Departure Date/Time 12/10/09 6pm Return Date/Time 12/13/09 3pm

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

Teachers and Staff Alma Nicholson, Greg Malis, Alice Eysenbach

Students Vaibhav Ganesh, Sami Miller, Melissa Lee-Litowitz, Alex Zimay, Mitchel Hochberg, Samantha Strom

V. Description, Destination, and Reason for Trip

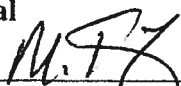
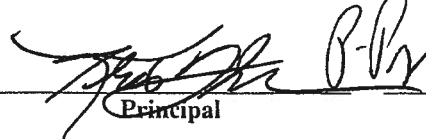
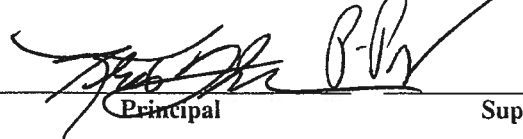
Attend Newman Invitational Speech Tournament @ Isidore Newman School in New Orleans. This will be our 4th year

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	_____	_____	_____
Air	_____	_____	_____
Bus/Car	_____	_____	_____
District Total	_____	N/A	N/A
Cost to Student	_____	_____	N/A

VII. Approval

 _____ Supervisor	 _____ Principal	 _____ Superintendent
<u>10/21/09</u> _____ Date	<u>10/23/09</u> _____ Date	_____ _____ Date

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

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

COST FOR TEACHERS & STAFF

Total Number of Staff: 3

	Per Person	Total(Cost times # of staff)	Account#	Meals for Staff
Registration	\$0.00	\$0.00		Breakfast \$4.00
Food	\$96.00	\$288.00	247332	Lunch \$8.00
Transportation:				Dinner \$20.00
Air	\$250.00	\$750.00	2317	Per Day Cost \$32.00
Bus/Car	\$0.00	\$0.00		
Lodging	\$250.00	\$750.00	247332	
Judging/Officiating	\$0.00	\$0.00		
TOTAL	\$596.00	\$1,788.00		

COST FOR STUDENTS

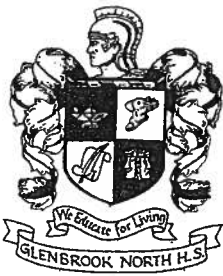
Total Number of Students: 6

	Per Person	Total(Cost times # of students)	Student Cost 25%	District Cost 75%	Account #
Registration	\$0.00	\$0.00	\$0.00	\$0.00	
Transportation:					
Air	\$250.00	\$1,500.00	\$375.00	\$1,125.00	2317/820740
Bus/Car	\$80.00	\$480.00	\$120.00	\$360.00	2317/820740
Lodging	\$125.00	\$750.00	\$187.50	\$562.50	247332/820740
TOTAL	\$455.00	\$2,730.00	\$682.50	\$2,047.50	

TOTALS

COST TO DISTRICT:	\$3,835.50	(Staff total plus total district cost 75%)
COST TO STUDENT:	\$682.50	(Total of the 25% student cost)
COST OF TRIP:	\$4,518.00	(Cost to District plus Cost to Student)

Note that registration is 0.00 because one of the staff members is a member of the tournament staff, which also explains why 3 adults are accompanying 6 students. If one of the coaches did not attend, the transportation costs would decrease, but the registration fees would increase, so the next effect is approximately 0.00



GLENBROOK NORTH HIGH SCHOOL FIELD TRIP REQUEST APPLICATION

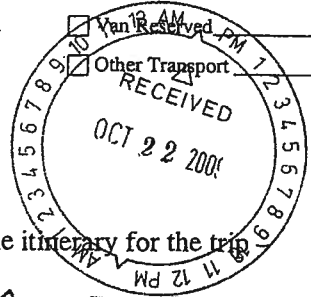
FOR OFFICE USE ONLY

Dated Received _____

Bus Ordered _____

Van Reserved _____

Other Transport _____



Instructional Trip

Activity Trip

1. DESCRIPTION

Describe the trip requested, listing the address(es) of the place(s) to be visited and the itinerary for the trip include approximate times:

Isidore Newman School Speech Tournament, 1903 Jefferson,
New Orleans LA Dec 10-13, 2009

2. RATIONALE

Describe the purpose of the trip as it relates to specific course objectives or sponsored activity:

Compete at speech tournament

3. CLASS/ACTIVITY INFORMATION (Attach two (2) copies of student list with ID numbers)

Class or Activity: Speech Team Number of students: 6

Chaperones accompanying trip: Malis, Nicholson, Eisenbach

4. TRIP INFORMATION

Trip date(s): Dec 10-13, 2009

Departing from (location): Chicago At: 6 AM PM

Returning from (location): New Orleans At: 3 AM PM

Students released from class: 7:40 AM PM 12/11/09 Time returning to school: 2:55 AM PM

5. TRANSPORTATION INFORMATION

Transportation: Car(s): _____ Bus(es): _____ Glenbrook 225 Van(s): _____

Other (specify): Air Should the bus remain with the trip? Yes No

Permission Waiver Slip Needed? Yes No Bookstore Auth. to Collect Needed? Yes No

6. COST/SUBSTITUTE INFORMATION

Estimated cost of transportation: See Attached Estimated cost of substitute teacher(s): _____

Substitute Needed for Blocks: 1 2 3 4 5 6 7 8 9 10 Lunch 1 2 3 A / B Day

LB Malis 10/20/09
Teacher Requesting Trip Date

N/A
Instructional Supervisor's Approval Date

[Signature] 10/23/09
Associate Principal's Approval Date

[Signature] 10/21/09
Activities Director's Approval Date

Speech Team members competing at Newman Invitational, New Orleans, LA

Ganesh, Vaibhav	100755
Miller, Sami	101600
Lee-Litowitz, Melissa	111445
Hochberg, Mitchel	110990
Zimay, Alexandra	112823
Strom, Samantha	120135