

## Bucyrus City School District

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip Boys + Girls District Tournament  
 Proposed Departure Date 2-21-24 Return Date 2-23-24  
 Proposer Diane Kapple Position Head Coach  
 Date by which response is needed 2-15-24 Proposal Date 1-11-24

A. Purpose

1. What is the major place to be visited or event to be attended?

Interstate Lanes For District 4 Bowling Tournament

2. How is the trip related to the educational program of the District?

extra curricular activity - sports

3. In what ways will the students benefit?

Students will be able to practice the night before on lanes before tournament.

4. In what ways will the District benefit?

helping the team to reach their goal

5. How will the trip be evaluated to determine the extent to which these benefits were realized?

B. Students and Staff

1. Which students, (grade, class, or organization), will be going?  
Varsity team  
Boys - 8  
Girls - 6
2. How many students in total?  
15
3. How many students are currently experiencing academic problems?  
0
4. Which staff member will be in charge?  
Head Coach - Diane Kaple
5. What previous experience has the staff member had in conducting overnight or extended field trips?  
took bowling to districts in 2022
6. What other staff members will be going?  
Joe Power - assistant coach
7. How many chaperones, in addition to staff members, will be going?  
0
8. What are their names and affiliations with the students?  
/
9. How many school days will be missed?  
2 days
10. How will teachers be advised in advance that the students will be out of school?  
by email

C. School Work

1. How will missed work be made up?  
at home, study halls
2. What special assistance will be provided students with academic problems?

0

D. Itinerary

1. What is the destination?  
Rossford, Ohio
2. What will be the mode of transportation? What liability insurance does the carrier have?  
Bus/Van Diane is board approved van driver
3. Where will the group be housed and fed?  
Hotel + restaurants Hampton Inn, Rossford
4. What enroute or supplementary activities are planned?  
Practice
5. What arrangements have been made for dealing with emergency situations?  
Coaches will have emergency plan and contact information.
6. What arrangements have been made for administering necessary medications to students while on this trip?  
Will have signed parent forms. Diane Kaple will hold all medications.
7. If tour guides are involved, what liability insurance do they carry?

E. Finances

1. What is the estimated total cost and cost per student?

\$1,500.00

2. What is the source of funds?

Athletic Department

3. How will the funds be collected and safeguarded?

Coaches can collect if needed

4. How will any shortfall be made up or excess funds used?

Students pay for needs

5. What provision has been made for students who are financially unable to pay any necessary costs?

If needed, Athletic Booster Fund.

F. Communications

1. How will you communicate to parents prior to, during, and after the trip?

*Band App or text if needed*

2. List telephone numbers at destination and where group will be housed.

*419-662-8800*

3. What information will be provided to the media and the community?

*Tournament Results will be shared with TF,  
Crawford County Now + Social media*

  
\_\_\_\_\_  
Signature of the Requestor

*11/5/24*  
\_\_\_\_\_  
Date

Approved:

  
\_\_\_\_\_  
Principal

*11/9/24*  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Date