

Lakeland Joint School District #272

5506 N. Washington St.
Rathdrum, ID 83858
208-687-0431



**LJSD Vision: A community committed to academic excellence ...
dedicated to student success.**

Board Agenda Item Request

AGENDA ITEM: Key Club Trip

PURPOSE: Field trip from March 6-8th

MEETING DATE: December 17, 2025

PREPARED BY: Sierra Schrader Clerk of the Board

INFORMATIONAL SUMMARY:

The Key Club would like to attend a convention in Portland OR on March 6-8th. This will be an overnight trip and will have both a male and female chaperone for 12-16 students.

FINANCIAL CONSIDERATIONS: The district will incur no cost. The Kiwanis will pay $\frac{1}{3}$, fund raising will cover $\frac{1}{3}$, and the remaining $\frac{1}{3}$ will be covered by the student.

SUPERINTENDENT RECOMMENDATION:

I am recommending that we approve the field trip, as the sponsor has now clarified all financial considerations associated with the request.



Board Agenda Item Request: Student Overnight Travel
Form

Please email completed form to Superintendent

1. Group or organization making the travel request: Key Club
2. Date of travel: March 6-8, 2026
3. Purpose of the trip/event being attended:
To attend Key Club District Convention in Portland, OR.
See second page for further information.
4. Number of students attending: 12-16
5. Is this a coed event? Yes ☒ No ☐
6. Is overnight stay required? Yes ☒ No ☐
If so, what are the arrangements? Marriott Portland Downtown
Waterfront. Rooms reserved by PNW Key Club.
7. What is the cost for the event and how are the expenses being covered?
The district will incur no cost.
See second page for further details.
- If this is a coed event, you must have at least one female and one male chaperone attend.
8. How many chaperones are going? 2
9. Please list chaperone names: Mike Pitassi, Sarah McCracken
10. Which form of transportation is requested?
School Bus ☐ Activity Van ☒ Charter ☐ Air Travel ☐ Parent Transport ☐
Other: _____
11. Principal Signature: [Signature]

Key Club District Convention, March 6-8, 2026, Portland, OR

3. The Pacific Northwest District Convention is a leadership opportunity for the students. They hear from motivational speakers, attend officer training, elect their district board, and have an awards ceremony celebrating their year of service. It alternates each year between Seattle, WA and Portland, OR with around 2,000 students in attendance. These are the students that want to do community service in their free time! The students come back energized and engaged in growing their club. We have seen this over the last 3 years in our club which has grown to over 35 members meeting each week. Sarah has taken students for over 15 years. We have never received funds in the past from the district and did not anticipate it. The use of the school van would help offset our costs and we would be happy to pay for gas.

7. Idaho Panhandle Kiwanis is the club sponsor for Lakeland Key Club. Sarah McCracken is the Kiwanis Advisor and Mike Pitassi is the Faculty Advisor for the school. Typically, the Idaho Panhandle Kiwanis supports a 1/3 arrangement with the students. 1/3 from their School Account that the students have fundraised for (currently around \$1,800), 1/3 from Idaho Panhandle Kiwanis, and 1/3 from the Student attending. This ensures that everyone is bought in and we also have a minimum service hours requirement to attend convention. Most years this works out to be about \$150 each including convention, transportation, and meals. Idaho Panhandle Kiwanis covers 100% of the chaperone cost.

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