



Proposal for Overnight/Extended Student Trips

Email Address	<i>christopher.gabany@rimsd41.org</i>
Type of Trip	<i>This is an update to the request I put it a few months back regarding IHSA Boys tennis State series. I have updated information now that was not available at that time regarding more specific dates and locations.</i>
Proposed Departure Date	<i>May 22, 2025</i>
Return Date	<i>May 24, 2025</i>
Proposer	<i>Christopher Gabany (Head boys tennis coach)</i>
School	<i>RIHS</i>
Position	<i>Teacher and head boys tennis coach at RIHS</i>
Date By Which Response Is Needed	<i>May 21, 2025</i>
What is the major place to be visited or event to be attended?	<i>Rockford Auburn high school</i>
How is the trip related to the educational program of the District?	<i>It allows student athletes opportunities to compete against other talented players from around the state of Illinois</i>
In what ways will the students benefit?	<i>Gain life experiences and engage in athletic competition</i>
In what ways will the District benefit?	<i>Recognition for their student athletes.</i>
How will the trip be evaluated to determine the extent to which these benefits were realized?	<i>Through assessing the results of the competition.</i>
Which students (grade, class, or organization) will be going?	<i>Top 6 players on RIHS boys tennis team</i>
How many students in total?	<i>6</i>
How many students are currently experiencing academic problems?	<i>0</i>
Which staff members will be in charge?	<i>Christopher Gabany (Teacher and head tennis coach)</i>
What previous experience has the staff member had in conducting overnight or extended field trips?	<i>I have been the head tennis coach for the last 10plus years and have taken many similar trips with the team.</i>
What other staff members will be going?	<i>Rick Henry (assistant boys tennis coach)</i>
How many chaperones, in addition to staff members, will be going?	<i>0</i>

What are their names and affiliations with the students?	NA
How many days of school will be missed?	1
How will teachers be advised in advance that the students will be out of school?	<i>Students will check in with their teachers and the attendance office will be notified.</i>
How will missed work be made up?	<i>Students will organize this ahead of time.</i>
What special assistance will be provided to students with academic problems?	NA
What is the destination?	<i>Rockford Auburn High School</i>
What will be the mode of transportation? What liability insurance does the carrier have?	<i>School activity bus, covered by school insurance.</i>
Where will the group be housed and fed?	<i>We will be staying at a hotel near the event location</i>
What enroute or supplementary activities are planned?	<i>None other than stopping for food.</i>
What arrangements have been made for dealing with emergency situations?	<i>Emergency contact information has been collected.</i>
If tour guides are involved, what liability insurance do they carry?	NA
What is the estimated total cost and cost per student?	<i>Around \$600-\$700 based on current hotel room costs.</i>
What is the source of funds?	<i>Athletic Department</i>
How will the funds be collected and safeguarded?	<i>They will send a check or it will be paid ahead of time with a credit card</i>
How will any shortfall be made up or excess funds used?	NA
What provision has been made for students who are financially unable to pay any necessary costs?	NA
How will you communicate to parents prior to, during, and after the trip?	<i>I use the REMIND messaging app to communicate information.</i>
List telephone numbers at destination where group will be housed.	<i>Phone number of where we are staying will be shared with the athletic department.</i>
What information will be provided to the media and the community?	<i>Results will be shared with the community and media outlets.</i>

Athletic Director approval	Approved by <i>Mike Emendorfer</i>
Principal approval	Approved by <i>Jeff Whitaker</i>
Superintendent/Designee approval	Approved by <i>Scott Vance</i> on May 16, 2025 11:03
Signature of School Board Representative	