



## Proposal for OVERNIGHT or EXTENDED Student Trips

Group GLHS Student Senate

Proposer Position Advisor Destination Amway Grand City Grand Rapids State MI

Proposed Departure Date 2-21-26 Return Date 2-23-26 Date by which response is needed ASAP

Proposal Date 12-15-25

### A. Purpose of Trip

1. What is the major place to be visited or event to be attended? - Student Senate States convention.
2. How is this trip related to the educational program of the District? Connected to fostering leadership opportunities/ideas with our student senate.
3. In what ways will the students benefit? The students will gain through camaraderie and fostering leadership opportunities for themselves in the student senate. Quite a great weekend.

### B. Students and Staff

1. How many students will be going? 20-29 unknown total still
2. What staff member will be in charge? Reggie Walters, Bailey Brichacek and possibly another depending on total
3. What previous experience has the staff member had in conducting overnight/extended field trips? We have done this trip several times and I have taken the baseball team to Florida numerous times.
4. What other staff members will be going? As of now, just Bailey and myself, unless we have a ton of kids signed up.  
  
We expect to need to recruit one other to attend
5. How many chaperones, in addition to staff members, will be going? 0, however we will need parent drivers.
6. Chaperone names and affiliations with the students? N/A

**7. How many school days will be missed?** 1

**8. How will teachers be notified in advance that students will be out of school?**

Students will reach out to their teachers and I will email also.

### **C. Itinerary**

**1. Where will the group be housed and fed? (list phone numbers for housing)**

Amway Grand 616-774-2000

**2. What will be the mode of transportation? What liability insurance does the carrier have?**

Bailey Brichacek and myself will drive students, if needed we will have a parent in addition to us driving.

**3. What arrangements have been made for dealing with emergency situations?**

The conference requires medical forms to be filled out and will carry copies with me

**4. If tour guides are involved, what liability insurance do they carry?** N/A

### **D. Finances**

**1. What is the estimated total cost AND cost per student?** Approximately \$200-220 per student(awarded a grant of \$3000 towards the overall cost).

**2. What is the source of funds?**

Parents, the grant from GLCSF, and Bailey and my costs are covered by student senate funds.

**3. How will the funds be collected and safeguarded?**

Cash/Check given to Sam VanderSalm and put in the safe to be deposited into the Student Senate account.

**4. How will any shortfall be made up or excess funds used?** We have enough money in the Student Senate account to cover shortfalls.

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

We received funds from Gull Lake Community Schools Foundation (GLCSF) to help reduce the cost substantially.

**E. Communications**

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

A letter with parent signature required is given to the students.

**Signature of the Requestor / Date**

*Reggie Walters 12/8/2025*

\_\_\_\_\_ Trip approved \_\_\_\_\_ Trip not approved

*Bobbi J. Stoner*

12/8/25

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**Principal Date**

\_\_\_\_\_  
**Board of Education Date**