

## Request for Extended Travel

(THIS REQUEST FORM REQUIRED FOR TRAVEL OUTSIDE OF THE 200-MILE RADIUS)

NAME: Michael Tolon

DATE: 12/10/08 DEPT/BUILDING Band Parkrose High School

PURPOSE: To participate in the Emerald City Heritage Festival  
April 23 -26, 2009

## DISTRICT BENEFIT:

1. Showcase the abilities, skills, critical thinking and learning skills of our students.
2. Student will demonstrate a proficiency in reading and understanding standard band literature.
  - I. This means students will have a good understanding of vocabulary and how it is used in context.
  - II. Understand syntax in standard band literature.
  - III. Have proficient skills in decoding standard written music.
  - IV. Students will synthesize the first three items into cohesive and musically satisfying performances.
3. This will broaden and deepen their educational experience.
4. A panel of national known adjudicators, using a national rubric based on the 9 national music standards, will evaluate the students.
5. Our students will have an opportunity to interact with other students from across the nation.
6. Students, teacher and chaperons will perform self-assessment of the entire experience.
7. I would also ask that the district pay for the two days of substitutes.

TRAVEL DETAILS: 1. DESTINATION: Seattle, Washington

2. TRAVEL DATES: April 23 -26th

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
• TRAVEL	One 55 passenger bus 52 * 73.08	\$3,800.16
MEALS	Students, Director and Chaperones will be responsible for 3 breakfasts, 4 lunches & 2 dinners. There will be one dinner provided on Saturday night.	3 Breakfasts @ \$5.00 = \$15.00 4 Lunches @ \$ 7.00 = \$ 28.00 2 Dinners @ \$ 8.00 = \$ 16.00 Total = \$ 59.00 per student 47 students + 5 chaperones 52 * \$59.00 = \$3068.00

	\$225.00 per student with four students per room	\$225.00 * 47 students \$10,575.00
• LODGING		
• REGISTRATION FEES	Waived	Waived
• SUBSTITUTE	2 days of SUBSTITUTES @192.90	Two days of substitutes @ 192.90 = 385.80
• OTHER	\$275.00 per adult 4 chaperones and 1 director. As company policy for every 25 paid participants, we receive one free adult. We will receive 2 free tickets. 2 days of substitutes @ 192.90 = 385.80	5 Adults @ 275.00 = 1375.00 minus two adults 275.00 + 275.00 = 550.00 1375.00 - 550.00 = 825.00 2 days of substitutes 385.80

**TOTAL:**

**\$18,653.96**

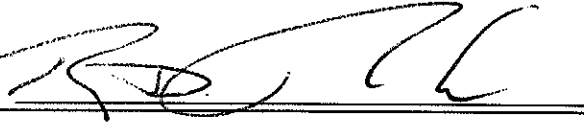
**BUDGET SOURCE(S):**

Source	Budget Code	Amount
• GENERAL FUND:		<del>0</del>
• WORKSHOP FUNDS:		<del>0</del>
• CONTRACT REQUIREMENT:		<del>0</del>
Student : lodging 225.00+transportation 73.08 + meals 59.00 = 357.08 Director & Chaperones: lodging 275.00 + transportation 73.08 + Meals 59.00 = 407.08 Students 357.08 * 47 = 16,782.76 Adults 407.08 * 5 = 2,035.40 Minus 2 adults @ 275.00 = - 550.00 2 days of substitutes 2 192.90 + 385.80  <b>Total : 18,653.96</b>	<b>Fund-raisers:</b> Pumpkin sales = \$248. Macy's Parade gross =\$1000. Christmas CD sale 100% profit Selling Advertising for our Band Concert Program 90% profit Sponsorships 40% profit	Transportation 3,800.16 Meals 3,068.00 Lodging Student 10,575.00 Adult 825.00 2 days of substitutes 385.80  <b>Total: 18,653.96</b>

**TOTAL: 18,653.96 or 358.73 per person**

SUPERVISORS RECOMMENDATION AND COMMENTS:  SUPERVISORS RECOMMENDATION AND COMMENTS:
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SUPERVISOR SIGNATURE:



SEND FORM TO SUPERINTENDENT/DESIGNEE:

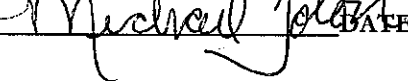
SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

100% student / Parent funds  
OK K Gray 1-15-09

BOARD ACTION:

NOT-REQUIRED \_\_\_\_\_ REQUIRED \_\_\_\_\_ APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_ DATE: \_\_\_\_\_

I AGREE THAT ALL OF THE INFORMATION ON THIS FORM IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

EMPLOYEE SIGNATURE:  DATE: 12/11/08