



## Proposal for Overnight/Extended Student Trips (Athletic)

Email Address	<i>maggi.voss@rimsd41.org</i>
Type of Trip	<i>Girls Tennis Sectionals</i>
Proposed Departure Date	<i>Oct 17, 2025</i>
Return Date	<i>Oct 18, 2025</i>
Proposer	<i>Maggi Voss</i>
School	<i>RIHS</i>
Position	<i>Head Coach</i>
Date By Which Response Is Needed	<i>Oct 15, 2025</i>
What is the major place to be visited or event to be attended?	<i>Sectionals for tennis. Location has not been determined yet. State will be in the Chicagoland area. (NW suburbs)</i>
How is the trip related to the educational program of the District?	<i>Athletics - Sectional and state tournaments</i>
In what ways will the students benefit?	<i>Competition before state and the state tournament</i>
In what ways will the District benefit?	<i>Athletics to compete at the state competition and at the state competition</i>
How will the trip be evaluated to determine the extent to which these benefits were realized?	<i>How well we perform at the tournaments</i>
Which students (grade, class, or organization) will be going?	<i>Girls varsity tennis players</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>Maggi Voss and Betty Hall</i>
What previous experience has the staff member had in conducting overnight or extended field trips?	<i>Several trips to Washington, DC with 8th grade</i>
What other staff members will be going?	<i>Betty Hall</i>
How many chaperones, in addition to staff members, will be going?	<i>0</i>
What are their names and affiliations with the	<i>n/a</i>

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students?	
How many days of school will be missed?	<i>2 (Oct. 23rd &amp; 24th)</i>
How will teachers be advised in advance that the students will be out of school?	<i>Athletes will be responsible for contacting their teachers. Their absence will be excused.</i>
How will missed work be made up?	<i>They will be encouraged to complete assignments during downtime.</i>
What special assistance will be provided to students with academic problems?	<i>N/A</i>
What is the destination?	<i>Not yet published for sectionals. Chicagoland area for state.</i>
What will be the mode of transportation? What liability insurance does the carrier have?	<i>Activities bus or parent/guardian</i>
Where will the group be housed and fed?	<i>Hotel and daily allowance</i>
What enroute or supplementary activities are planned?	<i>Will stop for food if needed.</i>
What arrangements have been made for dealing with emergency situations?	<i>Medical information and emergency contacts on hand.</i>
If tour guides are involved, what liability insurance do they carry?	<i>N/A</i>
What is the estimated total cost and cost per student?	<i>No more than \$1,000 for each.</i>
What is the source of funds?	<i>Athletic department and tennis development fund via fundraiser.</i>
How will the funds be collected and safeguarded?	<i>Via the fundraiser and accounts payable</i>
How will any shortfall be made up or excess funds used?	<i>No extra funds</i>
What provision has been made for students who are financially unable to pay any necessary costs?	<i>N/A</i>

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How will you communicate to parents prior to, during, and after the trip?	<i>Parent meeting</i>
List telephone numbers at destination where group will be housed.	<i>309-236-2943</i>
What information will be provided to the media and the community?	<i>Tournament results</i>
Athletic Director Approval (Athletic trips only)	Approved by <i>Mike Emendorfer</i>
Principal approval	Approved by <i>Patricia Ulrich</i>
Superintendent/Designee approval	Approved by <i>Scott Vance</i> on Sep 08, 2025 14:48
Signature of School Board Representative	