

**ADDENDUM
SUPERINTENDENT'S REPORT
October 28, 2013**

SUPERINTENDENT'S RECOMMENDATIONS:

- f. Field Trip – Nordonía High School Cross Country Team. Hebron, Ohio for State Cross Country Meet. (November 1 – 2, 2013). Mode of transportation by Nordonía School Vans. Athletic department will cover entire cost of trip.

Mr. Virost ____ *Mrs. Klingenberg* ____ *Mr. Bittel* ____ *Mr. Gallagher* ____ *Mr. Masteller* ____

NORDONIA HILLS CITY SCHOOLS

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip State Cross Country Meet

Proposed Departure Date: 11/1/13 Return Date: 11/2/13

Proposer: Rob Eckenrode Position: Athletic Director

Date by which response is needed: 10/30/13 Proposal Date: 10/28/13

A. Purpose

1. What is the major place to be visited or event to be attended?
National Trail Raceway, Hebron, OH
2. How is the trip related to the educational program of the District?
Teaches students life skills such as teamwork and discipline
3. In what ways will the students benefit?
Opportunity to compete against the best runners in the state
4. In what ways will the District benefit?
Publicity for the Athletic Program at Nordonia High School
5. How will the trip be evaluated to determine the extent to which these benefits were realized?
By the place in which the team finished

B. Students and Staff

1. Which students, (grade, class or organization) will be going?
Zackary Thaxton, Jenna Dasher, Heather Ross, Leah Vasarhelyi, Jessica Jaroscak, Malerie Mysza, Dana Risley, Jaylah Sirca, Erin Risley, Nicolette Napier
2. How many students in total?
10
3. How many students are currently experiencing academic problems?
None
4. Which staff member will be in charge?
Head Coach Mike Martin, Asst. Coach Andrea VanBuskirk,
5. What previous experience has the staff member had in conducting overnight or extended field trips?
Have taken numerous athletes to the state meet in previous years
6. What other staff members will be going?
Rob Eckenrode, Athletic Director

7. How many chaperones, in addition to staff members, will be going?
None, various team parents will also be attending to watch the competition
8. What are their names and affiliations with the students?
TBA
9. How many school days will be missed?
½ a day
10. How will teachers be advised in advance that the students will be out of school?
Via school email and daily attendance sheet

C. School Work

1. How will missed work be made up?
All students will be required to make up any missed assignments
2. What special assistance will be provided students with academic problems?
None needed, all students are in good academic standing

D. Itinerary

1. What is the destination?
National Trail Raceway, 2650 National Rd. SW, Hebron, OH 43025
2. What will be the mode of transportation? What liability insurance does the carrier have?
School Vans
3. Where will the group be housed and fed?
Springhill Suites, 665 Taylor Rd., Gahanna, OH 43230
4. What en route or supplementary activities are planned?
Practice Friday afternoon, Dinner Friday night, Compete on Saturday
5. What arrangements have been made for dealing with emergency situations?
Coaches will have EMA's for each student
6. 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?
\$1,000 for meals and lodging, No cost per student.
2. What is the source of funds?
Athletic Department will cover the entire cost
3. How will the funds be collected and safeguarded?
Hotel will be paid by school credit card, meals will be paid by Coach Martin with reimbursement being made after the trip

4. How will any shortfall be made up or excess funds used?
N/A
5. What provision has been made for students who are financially unable to pay any necessary costs?
N/A

E. Communications

1. How will you communicate to parents prior to, during, and after the trip?
Coaches will have cell phones in order to contact parents if necessary
2. List telephone number at destination and where group will be housed.
Springhill Suites (614) 501-4770
3. What information will be provided to the media and the community?
Results will be sent to all local media outlets

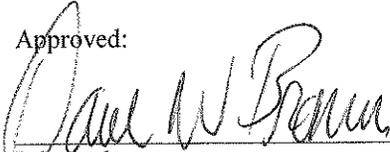


Signature of the Requestor

10/28/13

Date

Approved:



Principal

10/25/13

Date

Date

Board of Education

Date