

KENMORE-TOWN OF TONAWANDA UNION FREE SCHOOL DISTRICT
DEPARTMENT OF HEALTH, PHYSICAL EDUCATION, RECREATION AND ATHLETICS



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Supervisor

HEATHER RATKA

Curriculum Learning Specialist
Health & Physical Education

LEAH CANESTARO

Secretary

INTERSCHOLASTIC TRAVEL FORM

To be used for trips which are not part of the regular season or require overnight accommodation every effort will be made to submit the form three board meetings prior to departure.

HIGH SCHOOL: KENMORE WEST SPORT: XC

DATE SUBMITTED: 8/29/16 DESTINATION: Chenango Forks - Binghamton

DATE OF TRIP: 9/23/16 - 9/24/16 # OF STUDENTS: 16

PURPOSE OF TRIP: Provide opportunity for student athletes to run on state meet course - several student athletes have a chance to represent KW, NFL and Section VI in the state championships.

List of those individuals agreeing to serve as formal chaperones.
If chaperones are district employees note 'position', location and if they require a sub.

Martin Madore, XC Coach, AIS math teacher @ FMS.
Sub is required for full day on 9/23.

Joe Catalano, XC Coach - no sub required.

Travel Arrangements

Describe in detail the mode of transportation. If chaperones, coaches, parents or other volunteers serve as drivers, please attaché names, ages, and copies of their driver's license along with personal proof of insurance. **When securing rental vans or cars drivers MUST purchase the additional insurance coverage.**

Lodging Arrangements

List phone numbers and room assignments. Please use separate sheet if necessary.

Will forward when student/athletes are known.

Funding

Funding Sources	Estimates on amount raised
Athletes out of pocket contribution	\$ 100 (including meals)
Contribution from Booster Club	\$ ~ 2000.00
Contribution from athlete's fundraising	\$ <u> </u>
Contribution from district funds	\$ 200 (meet entry fee)
District budget code	Acct. #
All fundraising activity must be approved by the BOE	

Does each athlete have the opportunity to fundraise a percentage of their contribution? Yes

Rules and Guidelines

- Student attendance at camps, preseason spring trips etc. is voluntary
- Attendance on the trip cannot be a criteria for team selection
- All athletes must be given the opportunity to raise fund for trip expenses
- A complete itinerary must accompany the request including a cover letter to parents, team rules while on the trip and how discipline will be handled, rooming lists and a complete list of phone numbers
- Copies of parent consent cards must be taken on the trip.

Required Signatures

Head Coach: <i>M. Madore</i>	Form Submitted on: <i>8/29/16</i>
Building Principal: <i>[Signature]</i>	Form signed and forwarded on: <i>9/7/16</i>
District Athletic Director: <i>[Signature]</i>	Form signed and forwarded to BOE on: <i>9-6-16</i>
Board of Education President:	Approved on:

McDaniel-Baxter Invitational Travel Itinerary
 Lockport and Kenmore West Cross Country Teams
****Cracker Barrel is Southern Food-- Applebee's is still an option**

FRIDAY SEPTEMBER 23rd

9:30am	Dismissal	20min	North Park Junior High (Pick up athletes)
9:50am	Dismissal	10min	Lockport High School dismissed from classes report to lobby
10:00am	Depart	30min	Lockport High School
10:30am	Arrive	15min	Kenmore West High School
10:45am	Depart	75min	Kenmore West High School
12:00pm	Stop	30min	Rest Room/Lunch break for 30 minutes
12:30pm	Depart	90min	Leave Rest stop for Park
2:00pm	Arrive	60min	Green Lakes State Park to run
3:00pm	Depart	90min	Leave from Green Lakes State Park for Binghamton (Hotel)
4:30pm	Arrive	60min	Fairfield Inn Hotel for check-in and get cleaned up for dinner
5:30pm		60min	Dinner at Restaurant (Cracker Barrel or Applebee's)
8:30pm	HOTEL	90min	Team Meeting (Room TBD)
10:00pm	HOTEL		Lights Out

SATURDAY SEPTEMBER 24th

6:00am	HOTEL	30min	Breakfast at Hotel ??
6:40am	Depart	20min	Check-out of Fairfield Inn and leave for Course
7:00am	Arrive	----	Chenango Valley State Park
3:00pm	Depart	----	Chenango Valley State Park (Depends on race time)
	Stop	30min	Dinner Stop
7:00pm	Arrive	45min	Arrive in Kenmore
7:45pm	Arrive		Arrive in Lockport

McDaniel-Baxter Invitational Travel Itinerary
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Hotel information: Fairfield Inn- 864 West Front Street, Binghamton, NY 13905

Room Prices: 9 Doubles @ \$127 and 7 @ \$154 (16 Rooms Total)

Number of rooms for Driver: 1

Number of Rooms for Lockport: 8 (6 Athletes and 2 Coach/Chaperone)

Number of Rooms for KW: 5 (4 Athletes and 1 Coach)

How many seats will KW need? 16 athletes and 2 Coaches 18 total

How many seats will LKPT need? 24 athletes and 2 Coaches 26 total

44 Seats Needed

Bus is from Grand Tours: \$2,600 (\$57.78 per rider) **Based on 45**

Lockport: \$1,560 approximate cost

Kenmore: \$1,040 approximate cost

HOTEL ROOMS:

1 Double @ \$127 Driver (Split between Lockport and Kenmore) \$63.50 Each

4 Double @ \$127 KW

1 Double @ \$154 KW

\$725.50

4 Double @ \$127 LK

4 Double @ \$154 LK

\$1,124.00

Lockport Cost: \$2,747.50

Kenmore Cost: \$1,765.50

~~Lockport Cost Per Person: \$1,200 (Club and Transportation Cost).~~
~~\$557 (Fan Cloth Funding)~~
~~\$XXX (Lockport Sports Promotion Club)~~
~~\$1,757 Subtract from Cost~~
~~= \$990.50/24 Athletes~~

~~\$41.27 per person Not including FOOD + \$3.73 = \$45~~

~~Tip for Bus Driver (\$89.52) + \$10.48 = \$100~~



Confirmation

Trip #: 367619
 Trip Date: 23-Sep-2016
 Code: 60-23945

LOCKPORT BOARD OF ED

130 BEATTIE AVENUE
 LOCKPORT, NY 14094

Contact: Tim Willett

Phone: 998-7200

Fax:

Booked Date: 07-Jul-2016

Total Vehicles: 1

Total Passengers: 56

Sales Person: Kerri Weaver

Group: Cross Country

56 Pax Coach

Miles: 500.00

1 x \$1,750.00 = \$1,750.00

Pickup	23-Sep-2016 9:45 AM	Lockport High School	250 Lincoln Avenue Lockport, NY 14094
Pickup	23-Sep-2016 10:30 AM	Kenmore West High School	33 Highland Parkway Kenmore, NY 14223
Comfort/Fuel Stop	23-Sep-2016 12:00 PM	Rest stop as directed by group.	
Drop Off	23-Sep-2016 2:00 PM	Green Lake State Park	7900 Green Lakes Road Fayetteville, NY 13066
Pickup	23-Sep-2016 3:00 PM	Green Lake State Park	7900 Green Lakes Road Fayetteville, NY 13066
Drop Off	23-Sep-2016 4:30 PM	Fairfield Inn-Binghamton	864 West Front Street Binghamton, NY 13905
Pickup	24-Sep-2016 6:30 AM	Fairfield Inn-Binghamton	864 West Front Street Binghamton, NY 13905
Drop Off	24-Sep-2016 7:00 AM	Chenango Valley State Park	153 Chenango Valley State Park Chenango Forks, NY 13746
Pickup	24-Sep-2016 3:00 PM	Chenango Valley State Park	153 Chenango Valley State Park Chenango Forks, NY 13746
Food Stop	24-Sep-2016	Dinner stop as requested by group.	
Drop Off	24-Sep-2016 7:00 PM	Kenmore West High School	33 Highland Parkway Kenmore, NY 14223
Drop Off	24-Sep-2016 8:00 PM	Lockport High School	250 Lincoln Avenue Lockport, NY 14094

Extra Costs

Layover

1 @ \$800.00 \$800.00

Tolls

1 @ \$50.00 \$50.00

Total: \$2,600.00

5355 Junction Road, Lockport, NY 14094 ** 716-625-9211 ** grsbuses.com