

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



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KEN-TON UFSD  
NOV 03 2015  
CURRICULUM OFFICE  
LEAH GANESTARO

BRETT A. BANKER

HEATHER RATKA

Supervisor

Curriculum Learning Specialist  
Health & Physical Education

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 East

SPORT: Varsity Baseball

DATE SUBMITTED: 10-21-15

DESTINATION: Cooperstown, New York

DATE OF TRIP: Tentative April 21 through 24  
- Friday - Sunday

# OF STUDENTS: 18 Approximately

PURPOSE OF TRIP: I wish to provide the Kenmore East Baseball Team the experience and memory of visiting historical Cooperstown New York, and playing in a tournament at historical Doubleday Field.

List of those individuals agreeing to serve as formal chaperones.

If chaperones are district employees note 'position', location and if they require a sub.

No  
Substitutes  
needed

Leslie Siman Social Studies Teacher, Varsity Baseball Coach  
Kenmore East

Matt Gabel ~~Math Teacher~~ Teacher, Junior Varsity Baseball Coach, Kenmore East  
German

Jeffrey Orlauski, Math Teacher Varsity Baseball Volunteer Coach, Kenmore East

Parent Chaperones: Paul Spar, Jeff Williams, Ken Ruggiero  
Tom Germano

**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.

**Funding**

(to follow)

Funding Sources	Estimates on amount raised
Athletes out of pocket contribution	\$ 250
Contribution from Booster Club	\$ 0
Contribution from athlete's fundraising	\$ 125
Contribution from district funds	\$ 0
District budget code	Acct. #
All fundraising activity must be approved by the BOE	



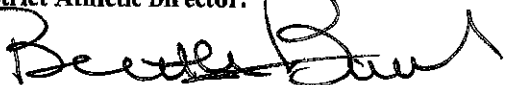
Does each athlete have the opportunity to fundraise a percentage of their contribution?

Yes

**Rules and Guidelines**

- a. Student attendance at camps, preseason spring trips etc. is voluntary
- b. Attendance on the trip cannot be a criteria for team selection
- c. All athletes must be given the opportunity to raise fund for trip expenses
- d. 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
- e. Copies of parent consent cards must be taken on the trip.

**Required Signatures**

Head Coach: 	Form Submitted on: 10-21-15
Building Principal: 	Form signed and forwarded on: 10/24/15
District Athletic Director: 	Form signed and forwarded to BOE on: 10/27/15
Board of Education President:	Approved on:

**Kenmore-Town of Tonawanda Union Free School District**  
**Request for Approval of Long Distance, Out of Country or Overnight Educational Field Trip**

(Must be submitted 8 WEEKS in advance)

KEN-TON UFSD  
 OCT 28 2015  
 CURRICULUM OFFICE

Charge to Account No. \_\_\_\_\_

Teacher Requesting: Leslie Simon

School Kenmore East

Date(s) of Trip April 22-24, 2016

Grade, Class 11, 12<sup>th</sup> Grade  
- Varsity Baseball

Site of Trip Copertown, NY

**CHAPERONE INFORMATION**

# Of Students: 18 # of Chaperones 7

Names of Chaperones: Teachers  
Leslie Simon, Matthew Gabel, Jeff Orloski  
Parents: Tony Germano, Paul Spors,  
Ken Ruggiero, Jeff William

Substitute Needed (List time if not full day)  
 \*Yes \_\_\_\_\_ No  
 \*Yes \_\_\_\_\_ No  
 \*Yes \_\_\_\_\_ No

\*If a substitute is needed, the Building Secretary will process the substitute requests after approval of the field trip.

**TRAVEL ARRANGEMENTS**

# Ken-Ton Buses Needed \_\_\_\_\_

See attached

Depart From \_\_\_\_\_ at \_\_\_\_\_

Pick up From \_\_\_\_\_ at \_\_\_\_\_

Arrive Back At School At \_\_\_\_\_

Special Needs \_\_\_\_\_

Other Travel Arrangements – explain fully on itinerary

Incomplete requests will be returned.

Approved



Principal

10/26/15

Date

Approved



Disapproved



(Reason) \_\_\_\_\_

Assistant Superintendent for Instruction & Student Services

10/28/15  
Date

Long distance, out of country or overnight trip requests must be accompanied with an Itinerary including what the students are going to know or do when they return from this field trip that they did not know or do before. Also include lodging arrangements, meal arrangements, and ratio of students to chaperones, insurance, safety precautions, instructional provisions made for any student not participating in the trip and travel provisions.

From: Leslie Simon  
Teacher/Varsity Baseball Coach  
Kenmore East Senior High School  
350 Fries Road  
Tonawanda, New York 14150

To: Ken-Ton Board of Education and Kenmore East Principal (Patrick Heyden)  
CC: Brett Banker, Ken-Ton Athletic director

October 21, 2015

Please consider this letter as part of my field trip proposal to take the Kenmore East varsity baseball team to Cooperstown New York **(to take the place of the Board of Education Approved Myrtle beach trip we were going to take next March)** next spring. The trip date is tentative for Friday April 22 (leaving at 3pm) and returning Sunday April 24) The actual dates will be firmed up in December when the dates for the tournament we will apply for comes out. An itinerary will follow in December when exact tournament details come out. The trip takes place over a weekend, tentative leaving Friday April 22 after school, returning Sunday evening April 24. No instruction time will be missed. No substitute teachers will be needed. The trip doesn't cost the district any money.

This trip will be a great experience for our players, visiting historical Cooperstown, and playing on famous Doubleday Field. Our previous 15 field trips were marvelous events for our players, coaches, and chaperones. Each trip mixes the elements of baseball, cultural experiences, and the self discipline of teenagers having to act appropriately in a setting where they are away from their parents. It puts students in situations of decision making, and knowing right from wrong. The student-athletes learn that correct choices have to be made.

A trip like this is also important to the long term viability of our baseball program, as we are competing with catholic schools such as St. Joes and Canisius for our best 8<sup>th</sup> graders from Franklin and Hoover who choose high school in part due to the quality of the baseball program. The Cooperstown experience adds luster and further enhance the fine baseball program I feel we have at Kenmore East.

The most important component of the trip is the growth our students achieve as young adults. From being organized, to respecting rules such as curfew, to the interdependence of sharing a hotel room with three of their peers, to managing their money, to figuring out the bill and tips in restaurants, the trip allows players to experience the adult experience adult situations they will be coping with in a few short years.

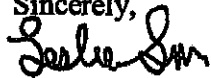
Also very important to their growth is knowing the difference between right and wrong when they are on their own. Players have some free time during the trip, they are faced with correct or incorrect choices. Our players have done a marvelous job with their decision making during the 15 trips we have taken.

We take 14-16 student athletes. We had 7 chaperones accompany us this past April. I have a commitment from at least 7 chaperones (and a couple tentatives) to join us next year. The 6 (maybe 8) chaperone (including myself) to 14-16 student athlete ratios is

imperative to have proper supervision. Our discipline is firm. Curfews are strictly enforced. Behavioral expectations are spelled out to parents at a required meeting about 2 weeks before the trip. Contracts further emphasizing behavioral expectations are signed. Supervision is constant. Poor decisions are immediately met with appropriate consequences. My body of supervisory work is well established during the 15 trips I have run. The trips I have supervised are (Florida 2001, 2003, 2004, 2005, 2006, 2007, 2008, 2009, Myrtle Beach 2010, 2011, 2012, 2013, 2014, 2015 (and Cooperstown 2002.) I am very proud of the discipline our trips have had. The 2015 group of student athletes behaved at a level I am extremely proud of.

Thank you for your consideration on our proposed 2016 trip. High school is about creating life long memories and allowing situations for students to achieve growth. The hopeful Kenmore East Varsity baseball trip to Cooperstown, New York is an opportunity to create such cherished memories and allow student athletes to develop growth as young adults.

Sincerely,

A handwritten signature in black ink, appearing to read "Leslie Simon". The signature is written in a cursive, flowing style.

Leslie Simon

**Tentative Itinerary for 2016 Kenmore East Varsity Baseball Trip to Cooperstown**

**Tentative Dates:** Friday April 22 to Sunday April 24

**Travel Information:**

Traveling via Bus Company: D & F Travel, Inc  
338 Central Avenue  
Dunkirk, New York 14048  
716-366-5767

**Lodging (tentative)**

**Van rentals: none**

Best Western Plus  
50 Commons Drive  
Cooperstown New York 13326  
607-547-7100

**Tentative Activities:**

The Kenmore East Baseball Team will be participating in a tournament in Cooperstown, games to be played Saturday April 23 and Sunday April 24.  
More information to follow in December

**Friday April 22 Depart Kenmore East at 3pm  
Arrive at Cooperstown 7pm**

**Saturday April 23, Sunday April 24: games, as well as touring the baseball hall of fame.**

**Sunday April 24, return to Kenmore East, tentative return 6PM**