

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION
AGENDA STATEMENT

No. 8 b.

MEETING OF: September 27, 2023

ITEM TITLE:

REVIEWED BY:

CONSENT CALENDAR

Superintendent

Kayhi administration

Motion to approve out of state travel for the Kayhi Band Department.

SUBMITTED BY: Kelly Smith, Kayhi Activities Director

CONTACT PERSON: Matt Lenhard 907 225 9815

APPROVED FOR SUBMITTAL: Michael Robbins, Superintendent

SUMMARY STATEMENT:

School Board approval is sought for the Ketchikan High School Band Department to travel to the San Diego Heritage Music Festival in San Diego, CA in March 2024.

ISSUE:

Per Board Policy 6153, all school-sponsored trips to out-of-state locations require approval of the School Board.

BACKGROUND:

The Kayhi Band Department is seeking permission to travel to the San Diego Heritage WorldStrides Music Festival in March of 2024. Kayhi would be traveling with two bands: a jazz band and a concert band; they would be performing for an audience of other bands as well as for a 3-judge panel that would provide each band with a live, front-of-audience adjudication. Highlights of the trip would include viewing band performances from other schools who display high levels of musicianship, receiving an additional opportunity in the school year for critical feedback, and the rewarding importance of learning about travel and experiencing the sights and sounds of another city.

RECOMMENDATION:

School administration recommends approval.

ATTACHMENTS:

- Out of State Travel Form
- Authorization for Travel Form

FISCAL NOTE:

Funds for the trip will come from raised funds.

RECOMMENDED ACTION (***ONLY if not approved as part of the Consent Calendar***):

"I move that the Board of Education approve the out-of-state travel request for the Kayhi Band Department to attend the San Diego Heritage Music Festival in March 2024."



**KETCHIKAN HIGH SCHOOL
ACTIVITIES OFFICE**

TRAVEL REQUEST

TEAM INFORMATION

Sport/Activity:	Band	Full Name:	DOB:
Coach(es):	1.Matt Lenhard 01/29/1970		
Coach cell Phone:	2.		
Contact Email:	matt.lenhard@k21schools.org		3.
Date Submitted:	5/31/23		

TYPE OF TRAVEL REQUESTED

Type:	<input type="checkbox"/> Conference	<input type="checkbox"/> State	<input checked="" type="checkbox"/> Other: <u> X </u>
Destination:	<input type="checkbox"/> In State: _____	<input type="checkbox"/> Out of State: <u> San Diego, CA </u>	
If Out of State travel, has it been approved:	<input type="checkbox"/> Yes		<input type="checkbox"/> No, Date on agenda: _____

ITINERARY INFORMATION

Name of Event:	San Diego Heritage Music Festival			
Date of Event:	March 14-17 or 21-24			
Choice of Travel	<input type="checkbox"/> Ferry rt	<input type="checkbox"/> Fly rt	<input type="checkbox"/> Fly to / Ferry From	<input type="checkbox"/> Ferry to / Fly From
Requested Departure:	Date: March 13, 2024	Time:		
Requested Return:	Date: March 17, 2024	Time:		
Number of Adults:	TBD			
Number of Students:	approx. 30			

HOTEL REQUEST

Name of Hotel Requested:	Hotel will be assigned by Festival host.		
Student Housing needs:	<input checked="" type="checkbox"/> Hotel	<input type="checkbox"/> House out	<input type="checkbox"/> Group/Other: _____
# of Hotel Rooms:			

VEHICLE REQUEST

Vehicle Preference:	<input type="checkbox"/> Shuttle or Not needed	<input type="checkbox"/> Rental Car	<input type="checkbox"/> Borrow from host School	<input type="checkbox"/> Bring own (Ferry only)
If Rental:	Type/Amount:	<u> Bus charter </u>		

OFFICE USE ONLY:

Completed By: _____ Date: _____

NOTES: _____

OUT-OF-STATE TRAVEL REQUEST

Out-of-state travel for interscholastic competition during the school year must be approved by the Executive Director. Use this form to request approval.

School

Ketchikan High School

Date of request

06 / 01 / 2023

Team, group or organization requesting travel

Ketchikan High School Band Program

Out-of-state destination

San Diego, CA

Departure date

03 / 13 / 24

Return date

03 / 10 / 24

Describe the out-of-state competition

Event Title: San Diego Heritage Music Festival

Type of Competition (invitational, tournament, etc.):

Band & Jazz Band Adjudication and Competition

School administrator's permission

The above named school team/organization has my permission to travel for out-of-state competition.

School Administrator (please print) _____

School Administrator's Signature: _____ Date: _____

Phone: _____ Fax: _____ Email: _____

Executive Director's decision

APPROVED DISAPPROVED

Executive Director's signature

Comments

ALASKA SCHOOL ACTIVITIES ASSOCIATION

Scan and email this form to office@asaa.org or fax to 907-561-0720