

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION  
AGENDA STATEMENT

No. 8 b.

MEETING OF: August 23, 2023

ITEM TITLE:

REVIEWED BY:

**CONSENT CALENDAR**

Superintendent

Kayhi administration

Motion to approve out of state travel for Kayhi Softball

SUBMITTED BY: Kelly Smith, Kayhi Activities Director

CONTACT PERSON: Kalea Chapman 907 225 9815

APPROVED FOR SUBMITTAL: Michael Robbins, Superintendent

SUMMARY STATEMENT:

School Board approval is sought for the Ketchikan High School softball team to travel to Mesa Spring Training in Mesa, AZ in March 2024

ISSUE:

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

BACKGROUND:

This will allow us to play on a field prior to our first conference games. Starting this year out season will require us to take two weekends to travel and play Juneau teams meaning games will start a week earlier than before. End of March-early April are not ideal weather conditions to play in. Playing down south allows us to focus on our skills, teamwork and much needed preparation to allow us to have a full safe and healthy season. Throughout our travel we like to post on our Facebook and Instagram pages. This is a great way to show our supporters and community what this trip is about and how much it means to us and our program.

RECOMMENDATION:

School administration recommends approval.

ATTACHMENTS:

- ASAA approved Out of State Travel Form
- Authorization for Travel Form
- Information on Mesa Spring Training

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 softball team to attend Mesa Spring Training in Mesa, AZ in March of 2024."**

# 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**

8, 1, 23

**Team, group or organization requesting travel**

**Out-of-state destination**

AZ

**Departure date**

03, 24, 24

**Return date**

03, 30, 24

**Describe the out-of-state competition**

Event Title: mesa spring training

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

spring training games

official & unofficial, practices, training

**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

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT



KGBSD TRAVEL # \_\_\_\_\_

Authorization for Travel

Traveler's Names: (List ALL Persons Traveling)

Up to 3 coaches and 14  
players from the Kayhi  
Softball team

School/Location:

Mesa AZ

Legacy Park

Dates of Travel:

Leave:

3/24/24

Return:

3/30/24

Destination (City and State):

Mesa, AZ

Reason for Trip? How will this trip benefit the Ketchikan School District?

This will allow us to play on a field prior to our first  
conference games. Starting this year our season will require  
us to take two weekends to travel and play Jureau teams  
meaning games will start a week earlier than before.  
End of March-early April are not ideal weather conditions  
to play in. Playing down south allows us to focus on our  
skills, team work, and much needed preparation to allow us  
to have a full safe and healthy season.

How will you share this information with the Ketchikan School District when you return?

Throughout our travel we like to post on our Facebook  
and Instagram pages. This is a great way to show our  
supporters and community what this trip is all about and  
how much it means to us and our program.



## HIGH SCHOOL SPRING TRAINING PROPOSAL FOR SPRING BREAK 2024

**Contact/Coach Name:** Kalea Allen

**School Name:** Ketchikan HS

**State:** Alaska

**Sport:** Softball

**Inbound Travel Date:** March 24th

**Outbound Travel Date:** March 28th

**Overnight Nights:** 4

**Acceptance Status:** Accepted until August 12th, 2023

**Non-Refundable Deposit to Maintain Spot in Event:** \$1000

**Deposit Due Date:** August 12th, 2023

**Final Balance Amount:** \$250 per player, less deposits paid

**Final Balance Due:** March 1, 2024

**Scheduling Worksheet:** Completed after first deposit is received

**Venue:** Legacy Park, Mesa, AZ

**Normal Spectator Admission:** Will be in place for fans at Legacy Park

**Lodging:** Booked after first deposit is received (not included in per player fee)

**Busses:** Booked after first deposit is received (not included in per player fee)

**Mesa Spring Training Coordinator Name:** Nick Campbell and Rich Janor

**Mesa Spring Training Coordinator Phone:** 630-730-0800

**Mesa Spring Training Coordinator Email:** [recruiting@mesaspringtraining.com](mailto:recruiting@mesaspringtraining.com)



## **MESA SPRING TRAINING HIGHLIGHTS**

- World Class High School Spring Training Experience
- Flexible Scheduling; Teams Can Book Games, Practices, BP, Workouts, Etc.
- Coordinator To Customize Schedule According To Team Preferences
- All Synthetic Turf Facility, Minimizing Rainouts
- Team Building And Team Bonding Activities And Options
- Visit MLB Spring Training Ballparks, Catch an MLB Spring Training Game
- Baseball And Softball Team Can Both Be Part Of The Same Event
- Certified Athletic Trainer On Location
- Numerous Lodging Options To Work With Any Team Budget
- Create An Annual Tradition For Your Program

## **MESA SPRING TRAINING OBJECTIVES**

1. To provide student athletes access to world class training and competition facilities in the mecca of Arizona Cactus League Spring Training.
2. To help high school teams build early season team chemistry elevating their level of play and producing better results throughout the course of the season.
3. To provide a unique Spring Training experience for our athletes and families that they will remember for the rest of their lives.
4. To elevate the image of a high school program within the school community and the wider community.

## **SAMPLE ITINERARY**

Sunday: Inbound travel day, check into hotel, team dinner

Monday: Registration, team photo, morning practice, afternoon game

Tuesday: BP session, doubleheader

Wednesday: Morning game, team lunch, evening Chicago Cubs game at Sloan Park (Mesa)

Thursday: Morning BP, check out of hotel, outbound travel day

Our Coordinators will work with you to ensure compliance with your State Association policies, and will build a customized schedule based upon your preferences, including matchups against other teams in Mesa during the same time frame as your team.



## **SAMPLE PLAYER PACKING LIST**

Driver's License or State Identification  
All athletic gear and uniforms, jackets, etc.  
Practice uniform and practice apparel  
All toiletries  
All medications  
Glasses/contacts  
Spending money / debit card  
Swim suit  
Snack foods  
Cell phone  
Anything else you think you might need

Recommended Team Policy: Players are advised NOT to bring any valuables. Computers, video game systems, etc. are not permitted unless for academic purposes and pre-approved by the coaching staff. All critical items (including uniform, medications, contacts) should be in a carry-on bag. Any non-essential items could be in a checked bag.

## **SAMPLE LETTER FROM COACH TO PARENTS**

Dear Parents:

High school students are good at a lot of things, but sometimes remembering to say thank you isn't one of them. On behalf of our entire program, I would like to offer a word of thanks to the parent group for your commitment (both financial and otherwise) to making this trip happen for our team.

Some of our student athletes may move on to play college ball, and a few may even move on to play professionally, but for those that may not, we think every ballplayer should enjoy a Spring Training experience like this at least once or twice in their playing career. I am certain that events like this can impact a young person for a lifetime.

While playing time is never a guarantee in high school varsity athletics, I will do my best to get everyone involved on the field as much as possible. I know our coaching staff will do everything reasonable to make this a memorable, positive and worthwhile experience for our student athletes.

Again, we thank you for your sacrifice and commitment, and we look forward to a great week in sunny Arizona!

Regards,  
Head Varsity Coach

# SPRING TRIP BUDGET WORKSHEET (PER PLAYER)

Mesa Spring Training Fee:	\$250
Airfare:	_____ (varies by geography)
Lodging (4 Players Per Room):	_____ (normal range \$110 - \$190 per night)
Ground Transportation:	_____ (varies based upon size of team)
Tickets for MLB Game:	_____ (varies depending on seats you choose)
Incidental Expenses / Other:	_____
<b>TOTAL PER PLAYER</b>	_____

## OPTIONS FOR FUNDING THE TRIP

1. Ask parents to write a check for the trip. Checks payable to your school, and your school covers costs of the trip. If you announce the trip before Christmas, suggest that parents cover the cost of the trip in lieu of a Christmas gift.
2. Begin a fundraising campaign. Modify the above letter to your school community, and be sure to follow your administration's policies and procedures for team fundraising. The support of your administration is important.
3. Combination of #1 and #2 above. Ask parents to write a check for the trip, and for those families that cannot afford it, use the fundraising campaign to supplement. Try to be discreet with families that cannot afford the trip, so as not to embarrass anyone.
4. Connect with your booster club or local businesses to assist with sponsorship and resources.
5. Suggest your players (with parental permission) use a crowdfunding platform like GoFundMe.com.

## NEXT STEPS

When you are ready to move forward and enroll your team, contact your Coordinator, and we will begin your onboarding process.

Nick Campbell and Rich Janor  
630-730-0800 (mobile/text)  
recruiting@mesaspringtraining.com

