



# El Camino Charter High School

## Travel Committee Special Meeting

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### Date and Time

Friday March 29, 2019 at 4:00 PM PDT

### Location

El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
<b>A.</b> Call the Meeting to Order		Beatriz Chen	1 m
<b>B.</b> Record Attendance and Guests		Beatriz Chen	1 m
<b>II. Consent</b>			<b>4:02 PM</b>
<b>A.</b> Approve Minutes of February 7, 2019 Travel Committee Special Meeting	Approve Minutes	Beatriz Chen	3 m
Approve minutes for Travel Committee Special Meeting on February 7, 2019			
<b>B.</b> Approve Minutes of February 20, 2019 Travel Committee Meeting	Approve Minutes	Beatriz Chen	3 m
Approve minutes for Travel Committee Meeting on February 20, 2019			
<b>III. Travel Committee</b>			<b>4:08 PM</b>
<b>A.</b> Discuss and Possible Vote on Robotics Club Trip to Louisville, Kentucky	Vote	Beatriz Chen	5 m
The Robotics Club will be travelling to Louisville, Kentucky to participate in the VEX Robotics World Championship from April 24 - 28, 2019.			
<b>B.</b> Discuss and Possible Vote on Step Team Trip to Las Vegas, Nevada	Vote	Beatriz Chen	5 m
The Step Team has been invited to compete in the West Coast National Step Show in Las Vegas, Nevada from April 26 - 28, 2019.			
<b>C.</b> Discuss and Possible Approval of Speech and Debate Team Trip to Lexington, Kentucky	Vote	Beatriz Chen	5 m
The Speech and Debate Team will be travelling to Lexington, Kentucky to compete in the Tournament of Champions, from April 27 - 29, 2019.			

#### **IV. Closing Items**

**4:23 PM**

**A.** Adjourn Meeting

Vote

Beatriz Chen

1 m

## Cover Sheet

### Approve Minutes of February 7, 2019 Travel Committee Special Meeting

**Section:** II. Consent  
**Item:** A. Approve Minutes of February 7, 2019 Travel Committee  
Special Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Travel Committee Special Meeting on February 7, 2019



# El Camino Charter High School

## Minutes

### Travel Committee Special Meeting

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#### **Date and Time**

Thursday February 7, 2019 at 4:30 PM

#### **Location**

El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

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#### **Committee Members Present**

Beatriz Chen, Brian Archibald

#### **Committee Members Absent**

Darin Ryburn

#### **Guests Present**

Daniel Chang

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Beatriz Chen called a meeting of the Travel Committee committee of El Camino Charter High School to order on Thursday Feb 7, 2019 @ 4:33 PM at El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367.

#### **B. Record Attendance and Guests**

### **II. Consent**

#### **A. Approve Minutes of December 13, 2018 Travel Committee Meeting**

Beatriz Chen made a motion to approve minutes from the Travel Committee Meeting on 12-13-18.

Brian Archibald seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

### **III. Travel Committee**

#### **A. Discuss and Possible Vote on Robotics Club Trip to Massachusetts**

The list does not include the per diem rate, but the Committee will approve with an estimate for per diem. Total amount approved is up to \$2,200.00.

Brian Archibald made a motion to approve the Robotics Club trip to Massachusetts, up to a total amount of \$2,200.00.

Beatriz Chen seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### **B. Discuss and Possible Vote on Trip to Learning and the Brain Conference in New York**

Mr. Archibald noted that, while the conference seemed interesting, the concern is how this information would be transferred into better teaching in the classroom and how this would be a benefit to the teachers and students. Also, there is no record of the Travel Committee having approved this trip last year.

The matter is tabled for another scheduled Committee meeting, where further information can be obtained.

### **IV. Closing Items**

#### **A. Adjourn Meeting**

Beatriz Chen made a motion to adjourn the meeting.

Brian Archibald seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:53 PM.

Respectfully Submitted,  
Daniel Chang

# Cover Sheet

## Approve Minutes of February 20, 2019 Travel Committee Meeting

<b>Section:</b>	II. Consent
<b>Item:</b>	B. Approve Minutes of February 20, 2019 Travel Committee Meeting
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Travel Committee Meeting on February 20, 2019



# El Camino Charter High School

## Minutes

### Travel Committee Meeting

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#### **Date and Time**

Wednesday February 20, 2019 at 4:30 PM

#### **Location**

El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

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#### **Committee Members Present**

Beatriz Chen, Brian Archibald

#### **Committee Members Absent**

Darin Ryburn

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Beatriz Chen called a meeting of the Travel Committee committee of El Camino Charter High School to order on Wednesday Feb 20, 2019 @ 4:30 PM at El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367.

#### **B. Record Attendance and Guests**

### **II. Consent**

#### **A. Approve Minutes of December 13, 2018 Travel Committee Meeting**

The minutes were approved at the prior meeting, no action required.

### **III. Travel Committee**

**A. Discuss and Possible Vote on Robotics Club Trip to Massachusetts**

This request was approved at the prior meeting, no action required.

**B. Discuss and Possible Vote on Trip to Learning and the Brain Conference in New York**

The Conference was discussed with AP Minita Clark, who will be the one attending the Conference.

Beatriz Chen made a motion to approve the travel to the Learning and the Brain Conference in New York, up to \$\_\_\_\_\_.

Brian Archibald seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**IV. Closing Items**

**A. Adjourn Meeting**

Beatriz Chen made a motion to adjourn the meeting.

Brian Archibald seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:00 PM.

Respectfully Submitted,  
Beatriz Chen



# Cover Sheet

## Discuss and Possible Vote on Robotics Club Trip to Louisville, Kentucky

<b>Section:</b>	III. Travel Committee
<b>Item:</b>	A. Discuss and Possible Vote on Robotics Club Trip to Louisville,
Kentucky	
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Robotics Team Request.pdf

# EL CAMINO REAL CHARTER HIGH SCHOOL

## REQUEST FOR APPROVAL OF SCHOOL TRIPS FOR STUDENTS

Destination <b>VEX World Championships</b>		Address of Destination <b>937 Phillips Ln. Louisville KY 40209</b>	
Date(s) of Trip <b>4/24 - 4/28 2019</b>	Number of Students <b>3</b>	Overnight Trip: <b>YES</b> NO	
Certificated Employee Supervising Trip <b>Stefan Webster</b>		Cell Phone # <b>818 497 3412</b>	Department/Group <b>Robotics</b>
Substitute Required? <b>YES</b> NO	How Many Substitutes? <b>1</b>	How Many Days? <b>3</b>	Source of Funds:
Requested Schedule	Leave School <b>3 AM</b> PM	Arrive at Destination AM <b>5 PM</b>	Leave Destination <del>AM</del> <b>8 PM</b>
Return to School <b>AM 12 PM</b>			
Method of Transportation	School Bus/How Many?	Walking	Automobile <b>x</b>
Other (specify) <b>Plane</b>			
Total Number of Adults (Including Volunteer Chaperones) <b>3</b>		Supervision Ratio (minimum: 20:1) <b>1:1</b>	
Name of Additional Employees Attending Trip			
Name	Cell #	Name	Cell #
Name	Cell #	Name	Cell #
Name of Additional Chaperones Attending Trip			
Name <b>Nathan Shibata</b>	Cell # <b>818 854 4602</b>	Name	Cell #
Name <b>Jose Rodriguez</b>	Cell #	Name	Cell #
Source of Funds for Trip (Note: It is illegal to charge students or parents for participation in any activity for which ADA will be taken) <b>Robotics TRUST / Scholastic</b>			
BRIEF DESCRIPTION OF EDUCATIONAL BENEFIT TO BE DERIVED FROM THIS ACTIVITY. <b>Students will attempt to earn the title of world champion. Through setting and working towards this goal, students will gain self efficacy and technical skills related to &amp; within the STEM fields.</b>			
APPROVALS			
(Single-day trips require two (4) signatures and overnight trips require three (5 or 6) signatures)			
Administrator	YES	NO	Signature <b>[Signature]</b> Date <b>3/27/19</b>
Teacher's Department Administrator	YES	NO	Signature <b>[Signature]</b> Date <b>3/27/19</b>
Date & location Assistant Principal (Dean Bennett)	YES	NO	Signature <b>[Signature]</b> Date <b>3/27/19</b>
Funding Executive Director (David Hussey)	YES	NO	Signature <b>[Signature]</b> Date <b>3/27/19</b>
Paperwork Assistant Principal (Dean Bennett)	YES	NO	Signature
Overnight Executive Director (David Hussey)	YES	NO	Signature
Out of State/Country Trips	YES	NO	Signature
Board of Directors			

**RoboticsTrip  
VEX World Championships  
Louisville, Kentucky  
April 24-28, 2019**

**School Expenses**

<b>Flight</b>	<b>\$500.50</b>
<b>Hotel</b>	<b>\$207.77 per night x 4 nights = \$831.08</b>
<b>Van Rental</b>	<b>\$621.10</b>
<b>Meals</b>	<b>\$61 per day x 5 days = \$305.00</b>
<b>Estimated Total Cost to School</b>	<b>\$2257.68</b>



El Camino Real  
Charter  
High School  
Woodland Hills, CA

Stefan Webster <s.webster@ecrchs.net>

## Stefan Allen Webster's 04/24 Louisville trip (KPLYUQ): Your reservation is confirmed.

2 messages

Southwest Airlines <southwestairlines@ifly.southwest.com>  
Reply-To: Southwest Airlines <no-reply@ifly.southwest.com>  
To: s.webster@ecrchs.net

Fri, Mar 15, 2019 at 2:00 PM

Here's your itinerary and other important travel information.

[View our mobile site](#) | [View in browser](#)



[Manage Flight](#) | [Flight Status](#) | [My Account](#)



Hello friends,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

APRIL 24 - APRIL 28

LAX  SDF

Los Angeles to Louisville

Confirmation # **KPLYUQ**

Confirmation date: 03/15/2019

**PASSENGER** **Stefan Allen Webster**  
RAPID REWARDS # [Join](#) or [Log in](#)  
TICKET # 5262452243297  
EXPIRATION<sup>1</sup> March 14, 2020  
EST. POINTS EARNED 2,546

**PASSENGER** **Zachary Cadieux**  
RAPID REWARDS # [Join](#) or [Log in](#)  
TICKET # 5262452243298  
EXPIRATION<sup>1</sup> March 14, 2020  
EST. POINTS EARNED 2,546

**PASSENGER** **Rafael Diaz**  
RAPID REWARDS # [Join](#) or [Log in](#)  
TICKET # 5262452243299  
EXPIRATION<sup>1</sup> March 14, 2020  
EST. POINTS EARNED 2,546

**PASSENGER** **Josue Rodriguez**  
RAPID REWARDS # [Join](#) or [Log in](#)  
TICKET # 5262452243300  
EXPIRATION<sup>1</sup> March 14, 2020  
EST. POINTS EARNED 2,546

**PASSENGER** **Jose Rodriguez**  
RAPID REWARDS # [Join](#) or [Log in](#)  
TICKET # 5262452243301  
EXPIRATION<sup>1</sup> March 14, 2020  
EST. POINTS EARNED 2,546

**PASSENGER** **Nathan Shibata**  
RAPID REWARDS # [Join](#) or [Log in](#)  
TICKET # 5262452243296  
EXPIRATION<sup>1</sup> March 14, 2020  
EST. POINTS EARNED 2,546

Rapid Rewards® points are only estimations.

**Your itinerary**

Powered by BoardOnTrack

12 of 54



Flight 1: Wednesday, 04/24/2019 Est. Travel Time: 7h 40m Wanna Get Away®

**FLIGHT # 0783** **DEPARTS LAX 07:00AM**  **ARRIVES DAL 12:00PM**  
Los Angeles Dallas (Love)


Stop:  Change planes

**FLIGHT # 1787** **DEPARTS DAL 02:40PM**  **ARRIVES SDF 05:40PM**  
Dallas (Love) Louisville

Flight 2: Sunday, 04/28/2019 Est. Travel Time: 7h 5m Wanna Get Away®

**FLIGHT # 3818** **DEPARTS SDF 08:00PM**  **ARRIVES MDW 08:15PM**  
Louisville Chicago (Midway)

Stop:  Change planes

**FLIGHT # 4929** **DEPARTS MDW 09:35PM**  **ARRIVES LAX 12:05AM**  
Chicago (Midway) Los Angeles

## Payment information

### Total cost

<b>Air - KPLYUQ</b>	
Base Fare	\$ 2,545.14
U.S. Transportation Tax	\$ 190.86
U.S. 9/11 Security Fee	\$ 67.20
U.S. Flight Segment Tax	\$ 100.80
U.S. Passenger Facility Chg	\$ 99.00
<b>Total</b>	<b>\$ 3,003.00</b>

### Payment

Amer Express ending in 4006  
Date: March 15, 2019

**Payment Amount: \$500.50**

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Date: March 15, 2019

**Payment Amount: \$500.50**

Fare Rules: If you decide to make a change to your current itinerary it may result in a fare increase. In the case you're left with travel funds from this confirmation number, you're in luck! We're happy to let you use them towards a future flight for the individual named on the ticket, as long as the new travel is completed by the expiration date.

Your ticket numbers: 5262452243297, 5262452243298, 5262452243299, 5262452243300, 5262452243301, 5262452243296

## Prepare for takeoff



### 24 hours before your departure:

Check-in on Southwest.com® or using the Southwest Mobile App. Use your mobile device and receive a mobile boarding pass.



### 30 minutes before your departure:

Arrive at the gate prepared to board.



### 10 minutes before your departure:

This is the last opportunity to board your flight if you are present in the gate area and have met all check-in requirements.

**If you do not plan to travel on your flight:** Things happen, we understand! Please let us know at least 10 minutes prior to your flight's scheduled departure if you won't be traveling. If you don't notify us, you may be subject to our [No Show Policy](#).

Rapid Rewards® points are only estimations.

## Your itinerary

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Stop: ✈️ Change planes

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Stop: ✈️ Change planes

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## Payment information

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U.S. 9/11 Security Fee	\$ 67.20
U.S. Flight Segment Tax	\$ 100.80
U.S. Passenger Facility Chg	\$ 99.00
<b>Total</b>	<b>\$ 3,003.00</b>

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Date: March 15, 2019

**Payment Amount: \$500.50**

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Date: March 15, 2019

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Date: March 15, 2019

**Payment Amount: \$500.50**




Amer Express ending in 4006  
Date: March 15, 2019

**Payment Amount: \$500.50**

Fare Rules: If you decide to make a change to your current itinerary it may result in a fare increase. In the case you're left with travel funds from this confirmation number, you're in luck! We're happy to let you use them towards a future flight for the individual named on the ticket, as long as the new travel is completed by the expiration date.

Your ticket numbers: 5262452243297, 5262452243298, 5262452243299, 5262452243300, 5262452243301, 5262452243296

## Prepare for takeoff

-  **24 hours before your departure:**  
Check-in on Southwest.com® or using the Southwest Mobile App. Use your mobile device and receive a mobile boarding pass.
-  **30 minutes before your departure:**  
Arrive at the gate prepared to board.
-  **10 minutes before your departure:**

This is the last opportunity to board your flight if you are present in the gate area and have met all check-in requirements.


If you do not plan to travel on your flight: Things happen, we understand! Please let us know at least 10 minutes prior to your flight's scheduled departure if you won't be traveling. If you don't notify us, you may be subject to our [No Show Policy](#).

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## Don't miss out on automatic check-in

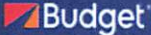
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5262452243297: NONREF/NONTRANSFERABLE STANDBY REQ UPGRADE TO Y -BG WN LAX WN X/DFW WN SDF143.26WN X/CHI WN LAX280.93USD424.19END ZP LAX4.20DAL4.20SDF4.20MDW4.20 XF LAX4.5DAL4.5SDF3.0MDW4.5  
5262452243298: NONREF/NONTRANSFERABLE STANDBY REQ UPGRADE TO Y -BG WN LAX WN X/DFW WN SDF143.26WN X/CHI WN LAX280.93USD424.19END ZP LAX4.20DAL4.20SDF4.20MDW4.20 XF LAX4.5DAL4.5SDF3.0MDW4.5  
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5262452243300: NONREF/NONTRANSFERABLE STANDBY REQ UPGRADE TO Y -BG WN LAX WN X/DFW WN SDF143.26WN X/CHI WN LAX280.93USD424.19END ZP LAX4.20DAL4.20SDF4.20MDW4.20 XF LAX4.5DAL4.5SDF3.0MDW4.5  
5262452243301: NONREF/NONTRANSFERABLE STANDBY REQ UPGRADE TO Y -BG WN LAX WN X/DFW WN SDF143.26WN X/CHI WN LAX280.93USD424.19END ZP LAX4.20DAL4.20SDF4.20MDW4.20 XF LAX4.5DAL4.5SDF3.0MDW4.5  
5262452243296: NONREF/NONTRANSFERABLE STANDBY REQ UPGRADE TO Y -BG WN LAX WN X/DFW WN SDF143.26WN X/CHI WN LAX280.93USD424.19END ZP LAX4.20DAL4.20SDF4.20MDW4.20 XF LAX4.5DAL4.5SDF3.0MDW4.5

ULAUNWRO ULAUNWRO ULAUNWRO ULAUNWRO ULAUNWRO ULAUNWROJULAUNWRO ULAUNWRO ULAUNWRO  
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**No Show Policy:** you must notify Southwest® at least ten (10) minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away® fare segment at least 10 minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select® and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

**Prohibition on Multiple/Conflicting Reservations:** to promote seat availability for our Customers, Southwest prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively canceled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as travel funds for use by the Customer on a future Southwest Airlines flight.

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<sup>1</sup> All travel involving funds from this Confirmation Number must be completed by the expiration date.

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GET Sports & Events  
5080 Robert J Mathews Pkwy  
El Dorado Hills, CA 95762  
Ph: 888-877-4445 option 3  
Fax: 916-939-6806

**Traveler ID:** 535369  
**Team:** ECR 404  
**Invoice Date:** 3/13/2019  
**Email:** s.webster@ecrchs.net

## STEFAN WEBSTER

**ECR 404**

5440 VALLEY CIRCLE BLVD  
WOODLAND HILLS, CA 91367

### Hotel Location:

Courtyard by Marriott Louisville Airport  
819 Phillips Lane  
Louisville, KY 40209  
502-368-5678

Please note all reservations are booked under GET Travel Sports and WorldPass Travel Group. However, your credit card transaction may be processed under GET-USA-ADVEMER TRAVEL 916 939 6805 CA.

### KENTUCKY KINGDOM TEAM PARTIES (OPTIONAL):

Kentucky Kingdom team party tickets are optional and are to be purchased from GET Sports. \$30 PRE-ORDER DEADLINE IS SUNDAY, 3/24/19 at Midnight. Purchases are non-refundable and non-changeable after 3/24/19 at Midnight (Pacific Time), or upon purchase after this date. This is an evening exclusive event conclusion party that will be closed to the general public. The 2 water rides at Kentucky Kingdom and the Waterpark will be closed. The VRC party is Saturday, April 27, 2019 from 6:00pm to Midnight and the VEX IQ party is Tuesday, April 30, 2019 from 6pm to 11pm. There is a Buffet Meal at Picnic Grove or non-buffet meal option. Distribution will start the day before your party date after 1:00pm up to 5pm the day of your party from the GET Travel booth location inside Kentucky Expo Center. Pricing increases by \$15 on 3/24/19 at 12:01am through the party dates. Event will happen in rain or shine and hot or cold weather conditions, although if severe weather is predicted a date change will be announced in advance. Program Hotels with Tournament shuttles will have shuttles to/from Kentucky Kingdom; otherwise transportation is on your own. Parking at Kentucky Kingdom is an additional fee. Best option is to walk from Expo Center to Kentucky Kingdom entrance. Ticket distribution & sales lines can get long at times so please plan accordingly. Account holder is expected to pick up wristbands with identification unless other written instructions are provided allowing another designated person to pick up. If it is OK to have parents purchase tickets on the team's account to pick up all tickets at once, please provide the account six digit traveler ID # to them to call in with or order online with.

2019 VEX Robotics World Championship  
Louisville, KY  
Event Dates: April 25 - May 2, 2019

**Traveler ID:** 535369  
**Trip ID:** 62466  
**Team:** ECR 404  
**Final Pmt. Authorized:** Yes

**Email:** s.webster@ecrchs.net  
**Program ID:** 60326

Hotel Name: Courtyard by Marriott Louisville Airport Double Queens  
Check In / Check Out: 4-24-19 to 4-28-19  
Roommates: One Webster (Junior), Seven Webster (Junior)  
Hotel Name: Courtyard by Marriott Louisville Airport Double Queens  
Check In / Check Out: 4-24-19 to 4-28-19  
Roommates: Three Webster (Junior), Four Webster (Junior)  
Hotel Name: Courtyard by Marriott Louisville Airport King/Sofa Bed  
Check In / Check Out: 4-24-19 to 4-28-19  
Roommates: Sue Schuster

Hotel Name: Courtyard by Marriott Louisville Airport Double Queens  
Check In / Check Out: 4-24-19 to 4-28-19  
Roommates: Two Webster (Junior), Five Webster (Junior)  
Hotel Name: Courtyard by Marriott Louisville Airport Double Queens  
Check In / Check Out: 4-24-19 to 4-28-19  
Roommates: Stefan Webster, Six Webster (Junior)

Date	Description	QTY	Cost	
03/13/19	4 RN, Courtyard by Marriott Louisville Airport - King/Sofa Bed, Check-In: 4/24/19, Check-Out: 4/28/19	1	\$207.77	\$831.08



**Traveler ID: 535369**  
**Group: ECR 404**  
**Group ID: 30184**  
**Invoice Date: 3/13/2019**

03/13/19	16 RN, Courtyard by Marriott Louisville Airport - Double Queens, Check-In: 4/24/19, Check-Out: 4/28/19	4	\$207.77	\$3,324.32
03/13/19	Payment - cc payment			\$-250.00
<b>Total Trip Cost: \$4,155.40</b>			<b>Balance Due:</b>	<b>\$3,905.40</b>

**PAYMENT PROCEDURES and IMPORTANT HOTEL DEADLINE DATES:** --Additional room or room nights requested at any hotel that requires GET Sports to add to its contracted room block can be requested to be paid in full at time of booking. -Signed and Approved School Purchase Order Documents are considered a valid form of payment.

1) EMBASSY SUITES DOWNTOWN: -- Group Utilization Date: 3/13/19. Groups are considered 5 or more rooms per team and are subject to a guarantee 80% actualization of room nights deposited on at this date. -- \$50 refundable deposit per room is due by 14th day of hold. All blocks held without deposit will expire on or before 3/13/19 at 5pm PST. --Last day to reduce or cancel individual reservations for full refund is 3/13/19 by 5pm PST. --Reservation arrangements on file after 5:00pm PST on 3/13/19 are non-refundable if cancelled, reduced, or for no shows and early departures. Full Room blocks cannot be cancelled or moved to a different hotel after this date. --COMPLETED HOTEL OCCUPANT LIST with full names and age designations are due on or before 3/13/19 before 5pm PST. It is the responsibility of the account holder to verify all names and age designations are correct by this date. --FINAL PAYMENT is processed 3/14/19 by 9:00am PST. All credit cards on file will be automatically charged the balance due on account, unless previous arrangements are requested and approved. It is the responsibility of the reservation holder to have the preferred credit card on file with GET Sports prior to final payment processing. All school checks are due as of this date. No reservations will be sent to the hotel that are not successfully paid in full, or with School P.O. on file. -- Bookings made on or after 3/14/19 must be paid in full at time of booking. --Change fees apply after 3/22/19.

2) HAMPTON INN AIRPORT, RESIDENCE INN AIRPORT, SPRINGHILL SUITES AIRPORT, TRU BY HILTON AIRPORT: -- Group Utilization Date: 3/20/19. Groups are considered 5 or more rooms per team and are subject to a guarantee 80% actualization of room nights deposited on at this date. -- \$50 refundable deposit per room is due by 14th day of hold. All blocks held without deposit will expire on or before 3/20/19 at 5pm PST. --Last day to reduce or cancel individual reservations for full refund is 3/20/19 by 5pm PST. --Reservation arrangements on file after 5:00pm PST on 3/20/19 are non-refundable if cancelled, reduced, or for no shows and early departures. Full Room blocks cannot be cancelled or moved to a different hotel after this date. --COMPLETED HOTEL OCCUPANT LIST with full names and age designations are due on or before 3/20/19 before 5pm PST. It is the responsibility of the account holder to verify all names and age designations are correct by this date. --FINAL PAYMENT is processed 3/21/19 by 9:00am PST. All credit cards on file will be automatically charged the balance due on account, unless previous arrangements are requested and approved. It is the responsibility of the reservation holder to have the preferred credit card on file with GET Sports prior to final payment processing. All school checks are due as of this date. No reservations will be sent to the hotel that are not successfully paid in full, or with School P.O. on file. -- Bookings made on or after 3/21/19 must be paid in full at time of booking. --Change fees apply after 3/29/19. --SPRINGHILL SUITES AIRPORT, RESIDENCE INN AIRPORT, HAMPTON INN AIRPORT AND TRU BY HILTON have a 4 night minimum stay for VRC teams and a 3 night minimum stay for VEX IQ teams. For VRC the 4 night minimum must include the dates of 4/24/19-4/28/19 and VIQ 3 night minimum must include the dates of 4/28/19-5/1/19.

3) COURTYARD MARRIOTT EAST, HILTON GARDEN INN AIRPORT, LOUISVILLE MARRIOTT DOWNTOWN, OMNI HOTEL, QUALITY INN EAST, SHERATON RIVERSIDE, WINGATE EAST: -- Group Utilization Date: 3/27/19. Groups are considered 5 or more rooms per team and are subject to a guarantee 80% actualization of room nights deposited on at this date. -- \$50 refundable deposit per room is due by 14th day of hold. All blocks held without deposit will expire on or before 3/27/19 at 5pm PST. --Last day to reduce or cancel individual reservations for full refund is 3/27/19 by 5pm PST. --Reservation arrangements on file after 5:00pm PST on 3/27/19 are non-refundable if cancelled, reduced, or for no shows and early departures. Full Room blocks cannot be cancelled or moved to a different hotel after this date. --COMPLETED HOTEL OCCUPANT LIST with full names and age designations are due on or before 3/27/19 before 5pm PST. It is the responsibility of the account holder to verify all names and age designations are correct by this date. --FINAL PAYMENT is processed 3/28/19 by 9:00am PST. All credit cards on file will be automatically charged the balance due on account, unless previous arrangements are requested and approved. It is the responsibility of the reservation holder to have the preferred credit card on file with GET Sports prior to final payment processing. All school checks are due as of this date. No reservations will be sent to the hotel that are not successfully paid in full, or with School P.O. on file. -- Bookings made on or after 3/28/19 must be paid in full at time of booking. --Change fees apply after 4/5/19.

**Traveler ID: 535369**  
**Group: ECR 404**  
**Group ID: 30184**  
**Invoice Date: 3/13/2019**

4) FOR ALL OTHER HOTELS NOT LISTED ABOVE: -- Group Utilization Date: 4/3/19. Groups are considered 5 or more rooms per team and are subject to a guarantee 80% actualization of room nights deposited on at this date. -- \$50 refundable deposit per room is due by 14th day of hold. All blocks held without deposit will expire on or before 4/3/19 at 5pm PST. --Last day to reduce or cancel individual reservations for full refund is 4/3/19 by 5pm PST. --Reservation arrangements on file after 5:00pm PST on 4/3/19 are non-refundable if cancelled, reduced, or for no shows and early departures. Full Room blocks cannot be cancelled or moved to a different hotel after this date. --COMPLETED HOTEL OCCUPANT LIST with full names and age designations are due on or before 4/3/19 before 5pm PST. It is the responsibility of the account holder to verify all names and age designations are correct by this date. --FINAL PAYMENT is processed 4/4/19 by 9:00am PST. All credit cards on file will be automatically charged the balance due on account, unless previous arrangements are requested and approved. It is the responsibility of the reservation holder to have the preferred credit card on file with GET Sports prior to final payment processing. All school checks are due as of this date. No reservations will be sent to the hotel that are not successfully paid in full, or with School P.O. on file. -- Bookings made on or after 4/4/19 must be paid in full at time of booking. --Change fees apply after 4/12/19.

--Air Travel nor transportation to your hotel is included in the hotel rates, but can be quoted for you. Meals or other local transportation is not included unless specified on the booked hotel information on our website. --Transportation to the Kentucky Expo Center is not included unless specified on the list of VEX Shuttle hotels and specific hotel information pages on our website. -- GET Sports reserves the right to alter the payment terms for blocks of more than 10 rooms. -- GET Sports accepts the following major credit cards: Discover, Visa, and Mastercard. We do not accept cash or ACH payments. --To secure rooms until the final payment date, a \$50 per room deposit, of which \$40 is refundable if cancelled by the deadline dates stated above. A deposit holds your reservation and full payment confirms it. --Any 3rd party credit cards usage must have a signed credit card authorization on file prior to confirming reservation. --Unless otherwise agreed upon in writing, any payment requested to be paid by school check must have all the proper signed and approved purchase orders in house by the deadline dates above. -  
 -Non-payment of hotel reservations by the date GET Sports has to guarantee and pay in full for the reservations will be cancelled. New requests will be based on payment and space availability at time of call. --All credit card payments are processed with the name of GET-USA-ADVEMER TRAVEL 916 939 6805 CA on your statement. Final confirmation/receipt will be emailed to you at the email address supplied unless otherwise requested. Lakeland Tours, LLC is the overall company legal entity. -- Price Match Guarantee Does not include hotel's direct corporate rates, non-group, non-refundable pay in advance rates, employee, government or AAA rates meant for leisure and individual room bookings. The account holder must produce written evidence that relates "apples to apples" to the GET Sports room rate and inclusions offer and be brought the attention of GET Sports within 14 days of booking. --When you the client provides a check as payment, you authorize us the company either to use information from your check to make a one-time electronic fund transfer from your account in the amount noted or to process the payment as a check transaction. For inquiries, please call our corporate offices at 916-939-6805.

CANCELLATION, CHANGES, DECLINED CREDIT CARD/NSF & ROOM DAMAGE FEES: --All cancellations and changes must be made in writing to the GET Sports corporate office at info@gettravel.com and are not guaranteed until a return confirmation in writing is received back. Changes are not accepted within 72 business hours of arrival. -- Declined credit cards will be charged a \$10 transaction fee per instance and a NSF check fee will be charged a \$30 transaction fee per instance. --Changes that result in additional fees or charges for falling below any stated minimum to qualify for "group or discounted" rates from the hotels will be passed onto the account holder and payable prior to arrival. --Groups: (5 or more rooms) Cancellations received on or before specified deadline dates above are refundable if group remains at or above 80% of the room nights reserved by the utilization dates. For cancellations that bring the group below 80% utilization there is a minimum fee of (1) Nights Room and Tax plus any other supplier fees up to the full value of the cancellation that may apply. Total fee depends on the hotels ability to resell the cancelled rooms. --Changes affecting outbound flights or first night's accommodation must be made at least 14 business days prior to arrival and are subject to rate changes. Airlines/hotels/suppliers do not permit changes in certain situations. -  
 -Administration Fees -- Rate reflects a discount for payment by cash (check, e-check, cash, money order, wire transfer.) A non-cash payment fee (one time only) will be added to the current cash discounted price when using other forms of payment. -  
 -Wire Transfer Fees - There is an additional administrative fee of \$40 per transfer for International wire payments and \$15.00 per U.S. Domestic Wire transfer. Written instructions on how to wire transfer funds to us are available. Please make sure when sending wire payments that the Wire payment is converted to U.S. currency and that the appropriate fees are added to the balance being paid by the wire, per transaction. -- If your air travel has been purchased and ticketed through GET Sports, there will be an additional cancellation or change fee per ticket equal to the cancellation or change fee assessed by the airline. Please note that a cancellation of a nonrefundable airfare results in a charge equal to the entire amount of the airfare and a cancellation of a refundable airfare must be made at least 1 business day prior to departure, or by the specific schedule provided by your agent. --No refunds will be given to any accommodation cancellations on or after the stated deadline dates in this document. --If you

**Traveler ID: 535369**  
**Group: ECR 404**  
**Group ID: 30184**  
**Invoice Date: 3/13/2019**

cancel, amounts paid, minus applicable cancellation fees (see above) and other amounts owed, will be refunded within 3 to 30 days of event departure date. --No refunds will be made for unused admission tickets or features, including but not limited to meals and bonus features/options, and no credits will be provided for the cost of any unused ground transportation. Any refunds as a result of pre authorized changes to the reservation must be requested in writing within 10 days after event end date and will be assessed a \$25 processing fee if deemed necessary due to fees incurred by GET Sports. All tickets provided must be returned in order to process a refund. We reserve the right to make refunds in accordance with the method that payment was received. --GET Travel cannot guarantee the hotel opening or closing schedules of outdoor or indoor recreation options (pool, sport courts, BBQ, etc.). --It is the guest's responsibility to report any damage or smells of smoking in the room they are check into upon arrival to request another room or have maintenance attend to. If posted, verbal, written or other hotel/resort/property rules are violated or if there is any damage of any kind to the room that results in fees upon or after check-out, it is the responsibility of the room occupant and/or group leader to cover 100% of the charges. GET Sports is not liable for incidentals, fees or damages caused by a guest and reserves the right to charge the credit card on file should it not be satisfied with the hotel directly. --It is the guest's responsibility to contact GET Travel for any hotel reservation or ticket needs or concerns while in Louisville. The number to call Mon-Fri from 10:30am-8pm is 888-877-4445, option 3 and the after hours numbers are 407-404-0622 or 916-990-6701. --EVENT CANCELTION: In the rare case where an event is cancelled, hotel payments on account are non-refundable based on the terms of the 3rd party confirmed hotel agreements.

**FULL TERMS AND CONDITIONS CAN BE FOUND ON OUR WEBSITE AT**  
<http://gettravel.com/wp-content/uploads/2018/10/2019-VEX-Robotics-Louisville-Terms-and-Conditions-1-1.pdf>

## 4 Your Information

## Pick-Up

Louisville Standiford Intl Apo, SDF

Wed, Apr 24, 12:00 PM

## Return

Louisville Standiford Intl Apo, SDF

Sun, Apr 28, 12:00 PM



## Passenger Van

Ford Transit 12 Passenger or similar  
Automatic TransmissionDon't let this  
rate drive off!

Prices valid for:

29:30

## Estimated Total

Base Rate

\$448.00

Mileage: Unlimited

Rental Options

\$59.80

Offer Codes

Fees &amp; Taxes

\$113.30

Estimated Total

Modify / View Rental Details \$621.10  
**\$621.10**Please be aware of an update to our **Debit Card Policy**:

At most airport locations, proof of a return flight that coincides with the rental must be shown.

First Name

Last Name

Email

☐ Yes, send me promotional email offers from Budget and its partners.Phone *(optional)*☐ Yes, I want to receive text messages regarding my reservation. See our **Terms and Conditions**.☐ Use your credit card to pay now and secure your vehicle.☐ Credit Card

## Credit Card &amp; Billing Information

## Credit Card Information

A credit card is required to secure this reservation, your card will not be charged now, however if you no longer require the rental, you must cancel prior to your scheduled pick-up time or you'll be charged a \$75 no-show fee.

Card Type

Card Number

Expiration Date

## Billing Information

Country

Address Line 1

Address Line 2 *(optional)*

City

State/Province

Zip/Postal Code

## Travel Information

*(optional)*

We recommend providing your Travel information below. These details help us stay informed of any changes in your travel plans and allow our agents to better prepare for your arrival.

Select Airline *(optional)*

Flight Number *(optional)*

## Terms & Conditions

☐ I have read and accept the Location Policies and Rental Terms and Conditions.

Reserve

Travel Agents Only

## Popular Searches

## Popular Rental Cars

## Popular US Destinations

## Budget Partners

## Budget Support

## Company Info

United States

English

(<https://www.linkedin.com/company/avis-budget-rent-a-car>)  
(<https://www.budget.com/BudgetUsers/Budget/>)



([https://trustsealinfo.websecurity.norton.com/splash?form\\_file=fd/splash.fdf&dn=www.budget.com&lang=en](https://trustsealinfo.websecurity.norton.com/splash?form_file=fd/splash.fdf&dn=www.budget.com&lang=en))

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# AGENDA

## HIGH SCHOOL

### WEDNESDAY, APRIL 24, 2019

11:00 – 12:00 pm	VEX and REC Foundation Open Forum Discussion
12:00 – 7:30 pm	Team Check In: Pit Area Set Up and Inspection Open
12:30 – 2:00 pm	Girl Powered Connect
12:30 – 7:30 pm	Practice Fields Open
2:00 – 7:00 pm	Skills Challenges Rounds Open
4:00 – 5:00 pm	Team and Driver Meeting with Mandarin Translation (Science Division)
5:00 – 6:00 pm	Team and Driver Meeting with Spanish Translation (Science Division)
7:30 pm	Check-in Deadline, Pit Area, and Venue Close

### THURSDAY, APRIL 25, 2019

7:45 am	Team Load In - Pit Area and Inspection Open
8:00 am	Practice Fields Open
8:00 – 12:00 pm	Skills Challenge Rounds
10:00 am	Inspection Deadline
10:00 am	Team and Driver Meeting in English (Freedom Hall)
10:30 – 12:00 pm	Practice Rounds
12:00 – 1:00 pm	Lunch Break
1:00 pm	Opening Ceremony and Parade of Nations (Freedom Hall)
2:00 – 6:45 pm	Qualifying and Skills Challenge Rounds Open
7:00 pm	Pit Area and Venue Close

### FRIDAY, APRIL 26, 2019

7:45 am	Pit Area and Practice Fields Open
8:15 – 9:30 am	Opening Ceremonies and Online Challenge Awards
9:35 – 12:00 pm	Qualifying and Skills Challenge Rounds Open
12:00 – 1:00 pm	Lunch Break
1:00 – 3:15 pm	Skills Challenge Rounds
1:00 – 5:00 pm	Qualifying Rounds
5:00 – 6:30 pm	Product Reveal and Skills Challenge Finals
7:00 pm	Pit Area and Venue Close

### SATURDAY, APRIL 27, 2019

7:45 am	Pit Area and Practice Fields Open
8:30 am	Simulcast Opening Ceremonies and Division Awards
8:50 – 11:15 am	Qualifying Rounds
11:15 – 11:30 am	Division Alliance Selection
11:30 – 12:30 pm	Lunch Break
12:15 – 2:30 pm	Division Playoffs and Awards
2:45 – 4:15 pm	Division Champion Round Robin and Playoffs
4:45 – 6:15 pm	Finals, Game Unveil, and Closing Ceremony and Awards
6:15 pm	Pit Area Closes
6:30 pm – 12:00 am	Team Party at Kentucky Kingdom*
	*Tickets Required

## Cover Sheet

### Discuss and Possible Vote on Step Team Trip to Las Vegas, Nevada

<b>Section:</b>	III. Travel Committee
<b>Item:</b>	B. Discuss and Possible Vote on Step Team Trip to Las Vegas, Nevada
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Step Team Request.pdf



# EL CAMINO REAL CHARTER HIGH SCHOOL

## REQUEST FOR APPROVAL OF SCHOOL TRIPS FOR STUDENTS

Destination <u>Las Vegas Academy of Performing Arts</u>		Address of Destination	
<u>(West Coast National Step Competition)</u>		<u>315 S. 7<sup>th</sup> St. Las Vegas, NV</u>	
Date(s) of Trip <u>4/26 - 4/28</u>	Number of Students <u>20</u>	Overnight Trip: <u>YES</u> NO	
Certificated Employee Supervising Trip <u>LINDA ROBBINS</u>	Cell Phone # <u>(423) 692-8456</u>	Department/Group <u>ALT - EP</u>	
Substitute Required? <u>YES</u> NO	How Many Substitutes? <u>1</u>	How Many Days? <u>1</u>	Source of Funds:
Requested Schedule	Leave School <u>9 AM</u> PM	Arrive at Destination AM <u>4 PM</u>	Leave Destination AM <u>4 PM</u>
Method of Transportation <u>Bus</u>	School Bus/How Many?	Walking	Automobile
Total Number of Adults (Including Volunteer Chaperones) <u>4</u>		Supervision Ratio (minimum: 20:1)	
Name of Additional Employees Attending Trip			
Name <u>Jamal West</u>	Cell # <u>818-668-4331</u>	Name <u>Gail Nettels</u>	Cell #
Name <u>Evan Coleman</u>	Cell # <u>818-274-2080</u>	Name <u>Linda Robbins</u>	Cell #
Name of Additional Chaperones Attending Trip			
Name	Cell #	Name	Cell #
Name	Cell #	Name	Cell #
Source of Funds for Trip (Note: It is illegal to charge students or parents for participation in any activity for which ADA will be taken)			
BRIEF DESCRIPTION OF EDUCATIONAL BENEFIT TO BE DERIVED FROM THIS ACTIVITY. <u>Stepping competitively on a national level requires team and individual focus, training and awareness. All these skills are transferable to school and homework.</u> <u>Working on a team improves a child's teamwork capabilities, focus, understanding and their ability to follow directions. These things come in handy in the classroom.</u>			
APPROVALS (Single-day trips require two (4) signatures and overnight trips require three (5 or 6) signatures)			
Administrator	YES	NO	Signature
Teacher's Department Administrator			<u>[Signature]</u>
Date & location Assistant Principal (Dean Bennett)	YES	NO	Signature
Funding Executive Director (David Hussey)	YES	NO	Signature
Paperwork Assistant Principal (Dean Bennett)	YES	NO	Signature
Overnight Executive Director (David Hussey)	YES	NO	Signature
Out of State/Country Trips Board of Directors	YES	NO	Signature
Date			Date

3/20/19 Chantel bus ordered. Itiner Powered by BoardOnTrack hand @ Brooks transportation



**Step Team Competition in Las Vegas**  
April 26-April 28, 2019

**Expenses for El Camino**

- 4 hotel rooms (2 female chaperones, 2 male coaches) for 2 nights
  - $\$125.28 \text{ per room} \times 4 \text{ rooms} \times 2 \text{ nights} = \$1002.24$
- Meals for chaperones and coaches
  - $\$61 \text{ per day per person maximum} \times 4 \text{ people} \times 3 \text{ days} = \$732$
- Charter Bus
  - For transportation to and from Las Vegas and within Las Vegas
  - \$3800

**Total cost to school = \$5534.24**

# **West Coast National Step Competition Itinerary**

**@ Las Vegas Academy of the Performing Arts**  
*Saturday, April 27, 2019*

**Hotel:** *Hampton Inn Tropicana*  
4975 Dean Martin Dr.  
Las Vegas, Nevada 89118

**Competition:** *Las Vegas Academy of the Performing Arts*  
315 S. 7<sup>th</sup> St.  
Las Vegas, NV 89101

**Chaperones:** *Jamal West, Evan Coleman, Linda Robbins & Barbra Standoff*

---

## **Friday** (April 26<sup>th</sup>)

- (9:00am) Begin to board the bus after 1<sup>st</sup> Period.
- (9:30am) Leave El Camino Real Charter High School.
- (12:45pm) Lunch/Rest Stop/Stretch.
- (3:00pm) Arrive at Hotel.
- (3:05pm) Check into hotel.
- (3:30pm-5:00pm) Attend BBQ & Pizza Social.
- (5:30pm-9:00pm) Free Time/Dinner.
- (9:30pm-11:30pm) Relax at hotel.
- (11:30pm) Everyone should be in their rooms.
- (11:30pm) Room Check. (Students must stay in room)

## **Saturday** (April 27<sup>th</sup>)

- (6:00am-9:00am) Breakfast.
- (10:00am) Leave hotel for Las Vegas Academy of Performing Arts.
- (10:20am) Arrive @ LVA or Performing Arts.
- (1:00pm) Step Competition Begins.
- (5:30pm) Step Competition Ends.
- (5:45pm-5:50pm) Board bus & leave LVA or Performing Arts back to hotel.
- (6:10pm-7:20pm) Refresh back at hotel.
- (8:00pm-10:30pm) Attend Step Show After-Party @ Crystal Palace Skating (4680 Boulder Hwy, Las Vegas, NV 89121)
- (11:00pm) Arrive back at the hotel.
- (12:30am) Room Check! (Students must stay in room)

**Sunday** (April 28<sup>th</sup>)

- (6:00am-9:00am) Breakfast.
- (11:00am) Check out of hotel.
- (11:20am) Arrive @ Fashion Show Mall (3200 Las Vegas Blvd, Las Vegas, NV 89109)
- (3:00pm) Leave Fashion Show Mall for El Camino Real Charter HS.
- (9:30pm) Arrive back at El Camino Real Charter HS.

**T:** +1 7029488100

**Confirmation #87007246**

Fri  
**26**  
 April  
 Check In: 3:00PM

2 nights

Sun  
**28**  
 April  
 Check Out: 12:00PM



## Weather Forecast

## Your Room Information

2 QUEEN BEDS NONSMOKING

**Rooms: 10**

**Guests: 1 Adult**

Thank you for your interest in our new upgrade program. Follow this link to learn more.

## Your Rate Information

HRCC ONLY 10-15 RM

**Rate Per Night:**

Apr-26-2019 - Apr-28-2019

125.28 USD

**Total for Stay per Room Rate:**

250.56 USD

## Taxes

33.52 USD

Total for Stay

284.08 USD



**JAMAL WEST,**  
**see you on Apr-26-2019**

## Your Upcoming Stay

Hampton Inn Tropicana  
4975 S. Dean Martin Dr.  
Las Vegas NV 89118-1656, US  
T: +1 7029488100

**Confirmation #87007246**

<b>Fri</b>		<b>Sun</b>
<b>26</b>	<b>2 nights</b>	<b>28</b>
<b>April</b>		<b>April</b>
Check In: 3:00PM		Check Out: 12:00PM



## Your Room Information

2 QUEEN BEDS NONSMOKING

Rooms: 10



# Brooks Transportation, Inc.

P.O. Box 2111

Winnetka, CA 91396

Phone # 818-610-3092

brookstransportation09@hotmail.com

## Invoice

Date	Invoice #
3/21/2019	13765

Bill To
El Camino High School 5440 Valley Circle Blvd. Woodland Hills, Ca. 91367 Phone: (818) 595-7508 Attn: Dean Bennett

P.O. No.

Trip Date	Buses	Description	Amount
4/26/19-4/28/19	1	Round trip from El Camino High School to Las Vegas, NV. Charter Bus.	3,800.00
PLEASE MARK YOUR CHECK WITH THE INVOICE NUMBER			

PAYMENT MUST BE GIVEN TO DRIVER ON DAY BUS IS PROVIDED, OR  
A 20% FEE WILL BE CHARGED

<b>Total</b>	<b>\$3,800.00</b>
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# Cover Sheet

## Discuss and Possible Approval of Speech and Debate Team Trip to Lexington, Kentucky

**Section:** III. Travel Committee  
**Item:** C. Discuss and Possible Approval of Speech and Debate Team  
Trip to Lexington, Kentucky  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Speech and Debate Team Request.pdf

# EL CAMINO REAL CHARTER HIGH SCHOOL

## REQUEST FOR APPROVAL OF SCHOOL TRIPS FOR STUDENTS

Destination <i>University of Kentucky</i>		Address of Destination <i>225 Funkhouser Blvd. Lexington, KY 40506</i>	
Date(s) of Trip <i>April 27-29, 2019</i>	Number of Students <i>1 or 2</i>	Overnight Trip: <input checked="" type="radio"/> YES <input type="radio"/> NO	
Certificated Employee Supervising Trip <i>Eugene Tarasyuk</i>		Cell Phone # <i>323-698-5074</i>	Department/Group
Substitute Required? <input type="radio"/> YES <input checked="" type="radio"/> NO	How Many Substitutes?	How Many Days?	Source of Funds:
Requested Schedule	Leave School AM PM	Arrive at Destination AM PM	Leave Destination AM PM
Method of Transportation <i>Car / Plane</i>	School Bus/How Many?	Walking	Automobile
Total Number of Adults (Including Volunteer Chaperones)		Supervision Ratio (minimum: 20:1)	

### Name of Additional Employees Attending Trip

Name	Cell #	Name	Cell #
Name	Cell #	Name	Cell #

### Name of Additional Chaperones Attending Trip

Name	Cell #	Name	Cell #
Name	Cell #	Name	Cell #

Source of Funds for Trip (Note: It is illegal to charge students or parents for participation in any activity for which ADA will be taken)

BRIEF DESCRIPTION OF EDUCATIONAL BENEFIT TO BE DERIVED FROM THIS ACTIVITY.

*Demonstrate Our School Academic Strength*

### APPROVALS

(Single-day trips require two (4) signatures and overnight trips require three (5 or 6) signatures)

Administrator Teacher's Department Administrator	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Signature <i>[Signature]</i>	Date <i>3/27/19</i>
Date & location Assistant Principal (Dean Bennett)	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Signature <i>[Signature]</i>	Date <i>3/27/19</i>
Funding Executive Director (David Hussey)	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Signature <i>[Signature]</i>	Date <i>3/27/19</i>
Paperwork Assistant Principal (Dean Bennett)	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Signature <i>[Signature]</i>	Date <i>3/27/19</i>
Overnight Executive Director (David Hussey)	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Signature	Date
Out of State/Country Trips Board of Directors	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Signature	Date



**Speech and Debate Trip  
Tournament of Champions  
University of Kentucky  
April 27-29, 2019**

**School Expenses**

<b>Registration</b>	<b>\$325</b>
<b>Flight</b>	<b>Approx. \$300</b>
<b>Hotel</b>	<b>\$200 per night x 2 nights = \$400</b>
<b>Car Rental</b>	<b>\$400.00</b>
<b>Meals</b>	<b>\$56 per day x 3 days = \$168</b>
<b>Estimated Total Cost to School</b>	<b>\$1593.00</b>



# **Tournament of Champions 2019**

## **Invitation**

## Introductory Letter



Intercollegiate Debate  
225 Funkhouser Bldg.  
Lexington, KY 40506-0054

859-257-6523  
859-323-1995 (fax)

[www.uky.edu](http://www.uky.edu)

Greetings Coaches,

We cordially invite all qualified teams and schools to join us in Lexington, Kentucky for the **2019 Tournament of Champions**, the **48<sup>th</sup> annual**, Saturday-Monday, **April 27-29**. Please find attached the invitation for this year's TOC. Additionally, the third annual **Middle School Tournament of Champions** will be hosted **May 11-12**.

We are happy to continue to be able to many amenities including **lunch for the students**, snacks and bottled water for all guests during the day, and **participant awards** for all debaters. We will again be awarding the **TOC Team Excellence Award** sponsored by the National Speech & Debate Association. We hope to see you in Lexington!

Sincerely,

David Arnett  
TOC Tournament Director

## **Important Changes for 2019**

Please note some important logistical changes for 2019.

### **Elimination Round locations –**

**Congress and Speech will take place at the Embassy Suites Coldstream on Newton Pike.** The tournament does not have a block of guest rooms here, but the hotel is located across the street from the Clarion.

**Lincoln Douglas, Policy, and Public Forum elimination rounds will take place at the Clarion**

### **Awards**

There have been significant changes to the awards ceremonies. Each debate event will have a separate awards ceremony so please note the event schedule for more details.

## **Mission Statement**

Now in its 48th year, the Tournament of Champions serves as the forum of competition for the nation's very best speech and debate participants. A public service of the University of Kentucky Intercollegiate Debate Program, the TOC strives to offer the national high school debate community the highest quality judging, impartial tournament officials, and a friendly, congenial atmosphere. The TOC is committed to growing its outreach initiatives, including financial aid for debate programs facing economic hardships. David Arnett, Director of Debate at UK and Dr. J.W. Patterson, TOC Tournament Founder, welcome all championship competitors who qualify to compete in the National Tournament of Champions – America's foremost debate competition.

## **Important Dates**

TOC fully-qualified entries must be registered on Tabroom:	Friday, March 8th, 2019
TOC At-Large Applications must be submitted to UK website*:	Friday, March 8th, 2019
At-Large recipients announced**:	Friday, March 29th, 2019
All Entry fees due by mail or credit card:	Wednesday, April 3rd, 2019
Drop deadline for refund:	Wednesday, April 3rd, 2019

All deadlines fall at 5pm EST on the above dates.

\*Direct link: <http://ci.uky.edu/UKDebate/large-application-0> AND the \$50 nonrefundable fee is due at the time of the application.

\*\*TOC staff may announce at-large recipients for certain events prior to this date. All at-large recipients will be announced no later than this date.

## **Applying to Be a TOC Bid Tournament**

If you are a tournament director and you would like to apply for your tournament to be considered a TOC qualifying tournament please apply by Friday, March 1st, 2019 at the following: <http://ci.uky.edu/UKDebate/applying-be-bid-tournament>

The form is undergoing revisions of what information is required. It will be live to fill out by January 1<sup>st</sup>, 2019.

## **Contact Information**

**Tournament of Champions website:** <http://ci.uky.edu/UKDebate/>

Please direct any **administrative questions** to:

**Lincoln Garrett**, UK Head Debate Coach

[lincolngarrett49@gmail.com](mailto:lincolngarrett49@gmail.com)

719-565-9528

OR

Linda Barker, TOC Administrative Assistant

[linda.barker@uky.edu](mailto:linda.barker@uky.edu)

859-257-6523 (office, 8am-5pm EST)

859-323-1995 (fax)

**Mailing address:**

Tournament of Champions

c/o Linda Barker

225 Funkhouser Building

Lexington, KY 40506-0054

Please direct any **questions regarding TOC procedures** (or for interpretation or clarification of any language in the invitation) should be directed to:

Lincoln Garrett at [lincoln.garrett@uky.edu](mailto:lincoln.garrett@uky.edu)

Please direct any questions about **speech events** to:

Chris McDonald, Assistant Tournament Director for Speech at [chris.mcdonald@district196.org](mailto:chris.mcdonald@district196.org)



## **Congress Schedule**

### **Friday, April 26<sup>th</sup> – Clarion Hotel Conference Center North**

7:00–9:00 pm                      Registration – Location TBA

### **Saturday, April 27<sup>th</sup> – UK Campus**

8:15 am                              Mandatory Judge Briefing – Location TBA  
9:00–11:00 am                      Session 1 (*Morning Hour*)  
11:00–12:00 pm                      Lunch – Location TBA  
12:00–3:00 pm                      Session 2  
4:00–7:00 pm                      Session 3

### **Sunday, April 28<sup>th</sup> – UK Campus**

8:15–11:15 am                      Session 4  
11:15 am–12:15 pm                      Lunch – Location TBA  
12:45 pm                              Semifinal Announcement – Location TBA  
1:00–4:00 pm                      Semifinal Session 1  
4:30–7:30 pm                      Semifinal Session 2

Finalist listings will be posted online. Follow the Congressional Debate Facebook page or Twitter or check the main Tabroom site for results.

### **Monday, April 29<sup>th</sup> – Embassy Suites, 1801 Newtown Pike**

9:00 am                              Final Session Convenes  
No later than 1:30 pm                      Final Session Adjourns, Awards Ceremony one hour after final gavel - Location TBA

# **Tournament of Champions**

## **ENTRY and CONCESSIONS FEES**

# **INVOICE**

**Tournament Contact(s):**  
Lincoln Garrett (lincolngarrett49@gmail.com)

**Entry #:** 262848

**Tournament Dates:** 27 Apr 2019 – 29 Apr 2019

**Invoice Printed:** 25 Mar 2019 at 5:54 PM

**For: El Camino Real Charter High School**

DESCRIPTION	QTY	PRICE	AMOUNT
<b>ENTRY FEES</b>			
Entries in Congressional Debate	2	150.00	300.00
School Admin Fee			75.00
<b>PAYMENTS RECORDED</b>			
Credit Card (At-Large-Congress) recorded 13 Mar 2019			( -50.00)
<b>TOTAL DUE:</b>			<b>325.00</b>

## What You Pay Now

273.00 USD



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(Q4) Jeep Cherokee or similar[Edit](#)[Details](#)

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## BASE RATE

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196.35 USD

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Customer Facility Charge

22.50 USD

Energy Surcharge

1.49 USD

UPON BOOKING, YOUR CREDIT CARD WILL BE CHARGED

273.00 USD

## What You Pay At Counter

98.10 USD

## TAXES

8.10 USD

## FEES

Age Differential

90.00 USD

AMOUNT TO BE PAID AT TIME OF RENT

98.10 USD

Total

371.10 USD

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Please add your flight information. These details will help us keep track of any changes in your flight and better prepare for your arrival.

☒ I am arriving by Airplane or Train

Airline or Train Service

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☐ I don't have my arrival information at this time

If you have a Company Order/Billing Reference Number enter it here:

**Terms and Conditions**

By clicking on the "Submit" button, you confirm that you understand and accept our [Rental Qualification and Requirements](#), [Terms and Conditions](#) and you understand the [Age Restrictions](#)

Upon booking, your credit card will be charged

273.00 USD

Amount to be paid at time of rent

98.10 USD

'Total' does not include any additional items you may select at the location or any costs arising from the rental (such as damage, fuel or road traffic charges). For renters under the age of 25, additional charges may apply, and are payable at the location.

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Please note: Credit Cards and Debit Cards can be used at the start of a rental, however there are some restrictions regarding the use of a debit card. To qualify for a rental using a debit card, you will be required to provide proof of a return airline flight that coincides with your rental and present two (2) valid forms of identification. You can use a debit card if it is already included in your Gold Plus Rewards profile or the rental is an Insurance Replacement rental. Regardless of which card was used for the reservation and pick up of the car, debit cards are accepted for payment at the end of your rental. Please refer to Forms of Payment in the Rental Qualifications & Requirements for complete information.

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## Your Itinerary



**(Q4) Jeep Cherokee**  
or similar

**371.10 USD**

[Tap For Details](#)

### Pickup Time

Fri, Apr 26, 2019 at 06:30 PM

### Pickup Location

Cincinnati International Airport

### Return Time

Mon, Apr 29, 2019 at 05:00 PM

### Return Location

Cincinnati International Airport

## No Additional Charge



Standard SUV (Group L) SFAR  
**(L) Jeep Grand Cherokee**  
or similar,

[Upgrade](#)

## Your Personal Information

Residency United States [Change](#)

First Name:

Last Name:

E-mail:

Verify E-mail Address:





# EL CAMINO REAL CHARTER HIGH SCHOOL

## Hotel Approval Request

### Conference/Hotel Information

Employee Name: LILY LIU  
 Conference Name: ~~EL CAMINO REAL~~ Tournament of Champions  
 Hotel Name: Holiday Inn  
 Hotel cost per night: \$ 199.99 + tax

The hotel room selected must be the least expensive available room offered within the hotel. ...Hotel rates exceeding an average of \$200/night, not including taxes and fees, must be accompanied with an explanation as to why the specific hotel was chosen.

Dates of Conference From: April 26, 2019 To: April 29, 2019

Reason this hotel was chosen: Best Deal in the tournament area.

You must submit requests for absences at least two days prior to the first day you will be absent.

Employee Signature Lily Liu Date 03/26/19

### Manager Approval

- ☐ Approved  
☐ Rejected

Comments:

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_  
 PRINT MANAGER NAME: Alan Darby TITLE: Chief Business Officer



(tel:1-888-480-0427)

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## Select a Rate

### Holiday Inn Express & Suites : Lexington Dtnw Area-Keeneland

80 Sharkey Way, Lexington, Kentucky 40511

80 Sharkey Way, Lexington, KY, US

04/26/2019 - 04/29/2019 | 2 Guests | 1 Room

### 1 King Bed Leisure Nonsmoking

Currency ▼



2

Our most popular rate

#### Best Flexible Rate

##### Rate Details

- FREE Cancellation until 6:00 PM local hotel time on Thu 25 Apr 2019
- Breakfast included
- No deposit required

Not a member? Join for free when you book this rate. ⓘ

#### Standard Rate

**199<sup>99</sup>**

USD / Night



#### Member Discount

~~199~~ **191<sup>06</sup>**

USD / Night



Rates reflect average nightly rate for one room.  
**[More information here](#)**

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LAX &gt; CVG

## Departing Flight

From: Los Angeles International Airport (LAX)

To: Cincinnati/Northern Kentucky International Airport (CVG)

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RATE CALENDAR

Sunday

Apr 21

**\$148<sup>00</sup>**

Monday

Apr 22

**\$159<sup>00</sup>**

Tuesday

Apr 23

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Apr 24

No flights

Thursday

Apr 25

**\$120<sup>00</sup>**

Friday

Apr 26

Saturday

Apr 27

No flights

Flight: **1361**

Date:

Fri  
Apr  
26

Depart 10:12 AM

Arrive 5:21 PM

**\$120<sup>00</sup>**Only 4 seats left  
at this price!**\$120<sup>00</sup>**

Flight

**1361**

Date

Fri Apr 26

Depart

10:12 AM

Arrive

5:21 PM

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LAX CVG

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**Basic Economy (#)**  
**Mon, Apr 29, 2019**  
 CVG - LAX (#) 6:57 pm - 11:14 pm

Fare (#)	\$124.65
Taxes and fees (#)	\$32.35
<b>TOTAL</b>	<b>\$157.00</b>

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Please review the information below before continuing.

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Mon, Apr 29, 2019

6:57 pm	→	11:14 pm	<b>Basic Economy</b>	<b>1 Connection</b>
Cincinnati, OH, US (CVG)		Los Angeles, CA, US (LAX)		7h 17m total (#)
CVG to IAH UA 3642 Embraer ERJ-175 Operated By REPUBLIC AIRLINES DBA UNITED EXPRESS				
50m connection				
IAH to LAX UA 1813 Boeing 737-900				
<a href="#">Details (#flight-details-1)</a>				

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