



Athletic Department

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July 31, 2019

Dr. Franchini,

The Averill Park HS Cross Country coach, Wendy Glunk, is requesting permission for the team to participate in the Ocean State Invitational. This event is being held on Saturday, Sept 28th in Warwick, RI. Participation in this event would involve staying overnight on Friday, Sept. 27th and requires prior approval from the APCSD Board of Education.

The trip request from Wendy Glunk is attached. Please let me know if there are any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Bubniak', written over a horizontal line.

Mark Bubniak

***Ocean State XC Invitational
Warwick Rhode Island***

To: Board of Education
From: Wendy Glunk- Head Coach Cross Country
RE: Overnight Cross Country Meet
Date: July 31, 2019

Request for overnight trip to Providence Rhode Island to participate in the Ocean State Invitational for Cross Country Team

- 1) Educational Purpose: Students will be competing against athletes from a variety of northeastern states.
- 2) Dates: **Friday September 27-Saturday September 28, 2019**
- 3) Itinerary:
 - Friday September 27
 - 12:30 departure
 - 3:30 arrival at Goddard State Park
 - 3:30-5 run the course
 - 5:30-6 Hotel check in
 - or
 - 5:30-7 harbor ride (waiting to hear for an evening time)
 - 6-10 supervised activity including dinner
 - or
 - 7:30-10 supervised activity including dinner

 - Saturday September 28
 - 8:15 am departure for Invitational
 - 9:50-12 pm races (exact race times are determined closer to the date of invitational depending on the size of the schools entered)
 - 1:00- awards ceremony
 - 1:30 – departure to Newport RI
 - 3:30 - Harbor Tour of Newport Harbor and Narragansett Bay
 - or
 - 5:30 - Departure for Averill Park
 - 9pm- Arrival at Averill Park
- 4) # of Students: 7 varsity girls, 7 Varsity Boys, 5-7 JV Boys, 5-7 JV girls (total 24-28 athletes)
- 5) Nature: District students grades 8-12
- 6) Costs:
 - a) **Hotel:** Hampton Inn Warwick/Providence airport \$115 a night based on 3-4 person occupancy
 - b) **Food:** \$50- 2 lunches, 2 dinners
 - c) **Harbor Tour:** \$35
 - d) **Transportation:** \$30
 - e) **Individual Breakdown: approximately:** \$150

- 7) Teacher in Charge: Wendy Glunk, Laurence Quinn
- 8) Travel Agency/Discounts: Discounted block room rate for hotel, group rate for harbor tour
- 9) Chaperones: Wendy Glunk, Larry Quinn
- 10) Liability: health insurance first covered by student/chaperone, then district as it would be normally
- 11) Insurance: Blue Cards will be taken with students information
- 12) Fundraising: Car Wash/Bake Sale, Gold Cards
- 13) Scholarships: request from the booster club for those students needing assistance
- 14) Refund Disbursements: full refunds given if no penalties apply
- 15) School Equipment: School uniforms, team tent and chronometer
- 16) Costs: all costs with exception of entry fee and half the cost of the bus will be paid for by athletes
- 17) World Conditions: Trip will be canceled if situation arises.