

SAN MARINO UNIFIED SCHOOL DISTRICT
APPLICATION FOR APPROVAL TO CONDUCT
MULTI-DAY OVERNIGHT AND/OR OUT-OF-STATE/COUNTRY FIELD TRIP
(AT LEAST THREE TO SIX MONTHS BEFORE DEPARTURE DATE)

(Exceptions to timeline must be approved in advance by the Assistant Superintendent of Instructional Services)

To: Board of Education _____ Date: 08/27/2019

The undersigned for SMHS Boys Varsity Basketball School hereby applies for approval to conduct a field trip to Tri-City (San Diego) Christmas Boys Basketball Tournament . Date: 12/26-28/2019

<p>1. Inclusive dates of trip:</p> <p>NOT DURING TESTING</p> <p>() Itinerary attached _____ <u>Principal's Initials</u></p>	<p>2. Purpose of trip:</p> <p>() Paragraph attached describing educational value and specific activities students will be required to complete</p>
<p>3a. Membership of Group: Boys Varsity Basketball</p> <p>(e.g., U.S. History class, choral group)</p>	<p>3b. Number of Students Attending: <u>13-15</u></p> <p>Boys: 13-15 Girls:</p>
<p>4a. Cost of trip financed by: Boys Basketball Parents & Boosters</p> <p>4b. Name of travel agency contracted for trip: (professional travel organization is required)</p> <p>Titan Travel (Debbie) or Boys Basketball Boosters (Bob Baldocchi)</p> <p>4c. Cost per student: (no student will be excluded from a required trip due to a lack of funds.) Cost estimation is pending</p> <p>() Attached student(s) name and verify funding source</p>	<p>4d. Describe fundraising activities, if any:</p> <p>Free-throw-a-thon, Booster Ads for our basketball program</p> <p>Attachment(s), if any</p>
<p>5a. Name of certificated employee(s) in charge of trip:</p> <p style="text-align: center;">Mihail Papadopoulos</p> <p>Responsible for coordinating fundraising, organization, and supervision while students are on SMUSD – sponsored trip</p>	<p>5b. Names of staff members who will provide supervision of students:</p> <p>Brandon Garner, Ralph Mohutsky</p>
<p>5c. Attach names of authorized chaperones on FORM #1 (include relationship to students and/or school)</p>	<p>5d. Student/Chaperone ratio: (see attached FORM #1)</p> <p>14-4</p>

This application, together with the necessary documents, must be sent to the Assistant Superintendent of Instructional Services at least three months in advance (unless an exception to timeline is granted).

The undersigned applying for approval of the field trip will ensure conformance with all requirements of San Marino Unified School District procedures for field trips out-of-state, to foreign countries and/or involving multiple days.

	 _____ (Field Trip Coordinator's Signature)	<u>08/27/2019</u> _____ (Date)
Endorsed with Approval:	 _____ (Principal's Signature)	<u>9/13/19</u> _____ (Date)
Endorsed with Approval	 _____ (Assistant Superintendent of Instructional Services Signature)	<u>9/18/19</u> _____ (Date)

BOARD APPROVAL DATE: _____

 8/30/19

San Marino High School Boys Basketball					
2019 Carlsbad (San Diego) Tournament Expenses					
		Cost	Cost Per Player	15	Estimated Players
	Hotel	3957.00	263.80		
3 days	Breakfast	794.09	52.94		
Dinner	Pizza	196.41	13.09		
Dinner	Bucca DiBeppo	366.20	24.41		
	Groceries	350.00	23.33		
	Total Cost	5663.70	377.58		
	Booster Offset	-2000.00	-133.33		
	NET Cost	3663.70	244.25		

**San Marino Unified School District
FIELD TRIP COORDINATOR'S CHECKLIST
FOR MULTI-DAY OUT OF STATE FIELD TRIPS**

School: San Marino High School **Dates of Trip:** 12/26-28/2019

Trip Destination: Tri-City (San Diego) Christmas Boys Basketball Tournament

To be completed by field trip coordinator in charge of the field trip




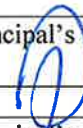
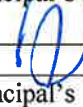

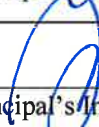

Date Completed	Initials	THREE MONTHS PRIOR TO TRIP Exceptions to timeline must be approved in advance by the Assistant Superintendent of Instructional Services.
8/27/19	MP	1. Secure principal's tentative approval to conduct field trip (and approval to conduct fundraising, if applicable). Send form Application for Approval to Conduct Multi-Day and/or Out-of State to the site administrator in charge of field trips.
8/27/19	MP	2. Review procedure for fundraising and develop plan to include: a) description of fundraising activities, b) plans to assist students who are unable to pay their own expenses, c) a written statement that no student will be excluded from a required trip due to lack of funds, and d) that funds will be returned to the school if not used for the trip.
8/27/19	N/A	3. Select the travel agency to be used (if appropriate). Have travel agency complete "Compliant Form for Sellers of Educational Travel" and forward to the site administrator in charge of field trips.
8/27/19	MP	4. Obtain and submit copy of itinerary. This itinerary shall include a) dates (not during testing), b) locations (city, state, country) and c) accommodations. Attach itinerary
N	A	5. Arrange for chaperones, if appropriate. Provide chaperones with guidelines to complete Volunteer Application and on-line training module no later than, date _____. Ensure chaperones have completed chaperone training and agree to comply with all states and District laws, rules, and regulations. Provide list to Principal and secure his/her approval.
8/27/19	MP	6. If academic competition is involved, submit to Principal for approval: a) Written criteria and guidelines used to select participants in academic competitions, and b) copies of written communications used to inform parents and students of the academic competition and of the governing guidelines.
8/27/19	MP	7. Send home request for parental approval of student participation. If parent does not sign student cannot go.
8/27/19	MP	8. Verify insurance coverage to provide personal medical insurance for participating students where required.
8/27/19	N/A	9. Secure trip cancellation insurance from travel agency where required.
8/27/19	MP	10. Notify parents of other insurance coverage available as an option.



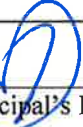
8/27/19	MP	11. Provide written evidence of financial ability to cover travel and living expenses for all participants while outside of San Marino.
8/27/19	MP	12. Verify that permission forms and waivers are returned for all students participating on a field trip. Verify alternate arrangements at school for those students not participating.

Date Completed	Initials	THREE WEEKS PRIOR TO FIELD TRIP Exceptions to timeline must be approved in advance by the Assistant Superintendent of Instructional Services.
		13. Field trip coordinator develops orientation plan for students, parents, and chaperones.
		14. Arrange for participating students to be excused from other classes.
		15. Arrange for first-aid kit and/or snake-bite kit, and ensure they are taken on trip.

Date Completed	Initials	ONE WEEK PRIOR TO FIELD TRIP Exceptions to timeline must be approved in advance by the Assistant Superintendent of Instructional Services.
		16. Report to principal's designee the names of all persons (adults and students) who will actually go on the trip. Provide list of students to verify those actually participating prior to departure.
		17. File this form with other required papers in school office. (Records must be kept for three years.)

San Marino Unified School District
PRINCIPAL'S CHECKLIST
MULTI-DAY AND/OR OUT-OF-STATE/COUNTRY
FIELD TRIPS

1. Approval for Field Trip: I have reviewed the plan for the field trip to <u>Tri-City (San Diego) Christmas Boys Basketball Tournament on 12/26-28/2018</u> (not during testing) and I give tentative approval for the students to participate.	 Principal's Initials	<u>9/3/19</u> Date
2. Approval for Field Trip Fund-Raising: I have reviewed the plan for fundraising for this field trip and give my approval for fundraising activities to begin.	 Principal's Initials	<u>9/3/19</u> Date
3. Lack of Funds: To help students in need of funds, the following actions are being taken: The boys basketball boosters will take on the responsibility of funding students in need.	 Principal's Initials	<u>9/3/19</u> Date
4. Return of Funds: Any funds not used for the trip will be returned in the following way: Boys basketball boosters	 Principal's Initials	<u>9/3/19</u> Date
5. Chaperones: An approved list of chaperones is on file in the main office of the school. (FORM #1)	 Principal's Initials	<u>9/3/19</u> Date
6. Academic Competition Trips Only: I certify that written criteria, guidelines and other communication to parents and students related to the competition are on file in the main office of the school.	 Principal's Initials	<u>9/3/19</u> Date
7. Insurance: I certify that each and every student participating in the field trip has personal medical insurance and trip cancellation insurance, if applicable.	 Principal's Initials	<u>9/3/19</u> Date
8. Travel and Living Expenses: Provision has been made for coverage of all expenses while outside of San Marino. This includes airfare, ground transportation, hotels, tours, and meals. Written evidence of this coverage is on file in the main office of the school.	 Principal's Initials	<u>9/3/19</u> Date

9. Contribution of Services: Statement of Acknowledgment and Consent to Conditions of trip are on file at the following location at the school site:	 _____ Principal's Initials	<u>9/3/19</u> Date
10. Authorization for Student Participation: For each and every student participating in the field trip there is a <i>Permission to Participate, Notification of Insurance, Waiver of Claims, and other Release Forms</i> on file in the main office of the school. File title, if appropriate: _____	 _____ Principal's Initials	<u>9/3/19</u> Date
11. Forward this completed form to the Assistant Superintendent of Instructional Services.	 _____ Principal's Initials	<u>9/3/19</u> Date

Conflict of Interest Disclosure Form

Each Principal, ASB Advisor or Sponsoring or participating in a tour or trip paid by students is required to complete this form.

Field Trip and Date: Tri-City (San Diego) Christmas Boys Basketball Tournament 12/26-28/2019

Name: Mihail Papadopoulos

Position: Head Boys Basketball Coach

Location: Tri-City Christian School (Carlsbad)

Indicate below whether you or a member of your family is currently receiving (or has received during the last five year) any gratuity, commission, rebate, or thing of value from any travel agency or travel promoter involved or associated with the trip. Airfare, hotel accommodations, etc., provided in return for chaperoning should be listed and would be considered reasonable and acceptable.

Self	Relative	Company Name	Type of Gratuity	Value of Gratuity	Year of Gratuity

Signature: 

Date: 8/27/19

SAN MARINO UNIFIED SCHOOL DISTRICT
STATEMENT OF ACKNOWLEDGMENT AND CONSENT TO CONDITIONS OF TRIP
(Adult Chaperone, not an Employee or Student in the District)

I, Ralph Mohutsky, am the Varsity Assistant Coach
(Name of Adult) (Indicate Relationship to Student)

of San Marino High School ~~(Name of Student)~~
(Name of School)

a public school operated by the San Marino Unified School District.

I understand that a group identified as Boys Basketball (School Function)
enrolled at the following schools(s): San Marino High School.

has been offered the opportunity to participate in a field trip to Tri-City High School,
and that I have been asked to accompany these students on their trip during the period from
12/26/2019 to 12/28/2019.

I understand that my participation in the aforementioned program, including the field trip, is voluntary. I agree to pay all expenses for my participation in the field trip including, but not limited to, the cost of airfare and such insurance as may be required by the San Marino Unified School District.

I am aware of the provisions of Education Code Section 35330, which states in part that "... All persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during, or by reason of, the field trip or excursion..."

I acknowledge that I have received Chaperone Guidelines and agree to comply with them.

I acknowledge that I have completed the online training and agree to comply with all state, federal laws, and District policies and regulations.

I have read and understand the foregoing statement and sign it below voluntarily.

Executed in the City of San Marino, County of Los Angeles, State of California, on

8/27/2019

(Date and Year)

(Signature)

Ralph Mohutsky

(Print or Type Name)

SAN MARINO UNIFIED SCHOOL DISTRICT
STATEMENT OF ACKNOWLEDGMENT AND CONSENT TO CONDITIONS OF TRIP
(Adult Chaperone, not an Employee or Student in the District)

I, Brandon Garner, am the Varsity Assistant Coach
(Name of Adult) (Indicate Relationship to Student)

of _____, a student enrolled at San Marino High School (Name of Student)
(Name of School)

a public school operated by the San Marino Unified School District.

I understand that a group identified as Boys Basketball (School Function)
enrolled at the following school(s): San Marino High School.

has been offered the opportunity to participate in a field trip to Tri-City High School,
and that I have been asked to accompany these students on their trip during the period from
12/26/2019 to 12/28/2019.

I understand that my participation in the aforementioned program, including the field trip, is voluntary. I agree to pay all expenses for my participation in the field trip including, but not limited to, the cost of airfare and such insurance as may be required by the San Marino Unified School District.

I am aware of the provisions of Education Code Section 35330, which states in part that "... All persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during, or by reason of, the field trip or excursion..."

I acknowledge that I have received Chaperone Guidelines and agree to comply with them.

I acknowledge that I have completed the online training and agree to comply with all state, federal laws, and District policies and regulations.

I have read and understand the foregoing statement and sign it below voluntarily.

Executed in the City of San Marino, County of Los Angeles, State of California, on
8/27/2019

(Date and Year)

(Signature)

Brandon Garner

(Print or Type Name)

SAN MARINO UNIFIED SCHOOL DISTRICT
STATEMENT OF ACKNOWLEDGMENT AND CONSENT TO CONDITIONS OF TRIP
(Employee Chaperone of the San Marino Unified School District)

I, Mihail Papadopoulos, am an Employee of the San Marino Unified School District
(Name of Employee)

assigned to San Marino High School, a public school operated by
(Name of School)
the San Marino Unified School District.

I understand that a group identified as Boys Varsity Basketball
(School Function)
at the following school(s): San Marino High School

will participate in a field trip to Tri-City (San Diego) Christmas Boys Basketball Tournament,

and that I have been asked to accompany these students on their trip during the period from

12/26/2019 to 12/28/2019.

I agree to donate as much of my time beyond my normal workday as may be required while on the field trip. I understand that I will suffer no loss of pay by reason of participating in the field trip. I further understand that, except as set forth above, I may receive no additional compensation for any such time or services donated by me, or for any other reason, in connection with the trip.

I am aware of the provisions of Education Code Section 35330, which states in part that "... All persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during, or by reason of, the field trip or excursion..."

My acknowledgment of the foregoing paragraph is subject to the provision that I retain any and all of my employment rights including, but not limited to, District liability insurance, workers compensation insurance, and District health insurance.

I acknowledge that I have received Chaperone Guidelines and agree to comply with them.

I acknowledge that I have completed the online training and agree to comply with all state, federal laws, and District policies and regulations.

I have read and understand the foregoing statement and sign it below voluntarily.

Executed in the City of San Marino, County of Los Angeles, State of California, on

08/27/2019

(Date and Year)

(Signature)

Mihail Papadopoulos

(Print or Type Name)



San Marino Boys Basketball
San Diego Tri-City Varsity Holiday Tournament (Dec 26-28, 2019)
Educational Value Statement

The San Marino Boys Varsity Basketball team would like to request permission to once again travel and lodge outside of our local community this upcoming Christmas to play in a holiday tournament in San Diego at Tri-City Christian High School. Historically, since 2010, the varsity started a tradition of traveling to a holiday tournament every other year as an opportunity for the boys to experience traveling as a team which has been a fantastic bonding and uniting trip. In addition to the internal team benefits, traveling to these tournaments has provided an advantage of exposing our program to other good basketball programs out of our area that we would not normally play. This has helped us develop confidence and can be very valuable during the playoffs if CIF sends us to a distant school.

Below is a historical overview of the tournaments that we have participated in past years:

- 2010 - San Gabriel High School Christmas Tournament (**Local**)
- **2011 - Cactus Jam Christmas Tournament at Scottsdale Christian Academy in Arizona (Travel)**
- 2012 - San Gabriel Valley Christmas Classic (**Local**)
- **2013 - Santa Barbara High School Christmas Tournament (Travel)**
- 2014 - San Gabriel Valley Christmas Classic (**Local**)
- **2015 - Santa Barbara High School Christmas Tournament (Travel)**
- 2016 - San Gabriel Valley Christmas Classic (**Local**)
- **2017 - San Diego Tri-City Christian High School Holiday Tournament (Travel)**
- **2018 - San Diego Tri-City Christian High School Holiday Tournament (Travel)**
- **2019 - San Diego Tri-City Christian High School Holiday Tournament (Travel) - Proposed**

This year, we're looking to break with the pattern as we received an overwhelming amount of requests at the end of last season by parents, coaches and players for us to return to Tri-City (Carlsbad/San Diego) for this tournament. Everyone really enjoyed the stay in Carlsbad, it was a great family location near the beach, the competition was good and the tournament officials put together a really nice dinner that brought all the teams together for a nice night of basketball socializing. We would like to request that opportunity to travel to the Tri-City High School holiday tournament once again for this upcoming 2018 season.

As with all prior traveling tournaments, the trip will be funded by the player's parents and if needed, subsidized by the boys basketball program fundraised funds. In past years, these tournaments have been *completely* funded by the basketball program and we anticipate the same approach once again this year. For planning purposes, we will assume that two players will need 100% financial assistance and we can cover those costs. In addition to that, parents and Boosters were responsible for the transportation as parents volunteered to drive the boys down. All the necessary forms and clearances will be completed.

Currently, the Boosters have funds that can adequately cover the cost of two players. The boys basketball Boosters have had several thousand dollars of surplus each of the last four years



arising just from Booster Memberships and Corporate Sponsorships. We have had strong financial viability to subsidize some player costs if necessary. Although we do plan on doing a fundraiser or two between now and then start of league play in January of 2019, we have not had to, nor do we plan to rely on, fundraising for this tournament.

Mihail Papadopoulos
San Marino H.S. Head Boys Basketball Coach

A handwritten signature in black ink, appearing to read 'Mihail Papadopoulos'. The signature is fluid and cursive, with a long horizontal stroke at the end.



San Marino Boys Basketball

Tri-City Christian High School (San Diego) Holiday Tournament Itinerary

This is a 4 game guarantee tournament played in 3 days (12/26-12/28)

([2018 Tri-City Tournament Game Schedule](#) for reference)

TOURNAMENT LOCATIONS

Tri-City High School Gym

302 N. Emerald Dr, Vista, CA 92083

Army Navy Gym

2605 Carlsbad Blvd., Carlsbad, CA 92008

HOTEL LOCATION

[Carlsbad Inn Beach Resort](#)

3075 Carlsbad Blvd, Carlsbad, California 92008

TOURNAMENT ITINERARY

Thursday - December 26th

Morning - Depart SMHS

Lunch TBA

TBA Game 1

6:00 PM - BBQ Dinner and Rally @ Tri-City Gym (Basketball Contests & Motivational Speaker)

Friday - December 27th

8:00 AM - Breakfast @ Carlsbad Inn

Game 2 & Game 3 TBA

Lunch TBA

6:30 PM/TBA - Dinner @ TBA

Saturday - December 28th

8:00 AM - Breakfast @ Hotel

Game 4 TBA

TBA - Lunch

Return to SMHS (departure depends on tournament results but typically no later than 2:30 PM as the last game is at 1:00 PM. This will be finalized once the tournament schedule is released)

2019 Player Meeting Travel Guidelines

What to Bring

Pack light but pack for a cool few days. There are some essentials that we want all players to bring:

- New Russell practice sets (both the jersey and shorts) - Tri-City workout on Tues 12/26
- Bring all 3 game uniforms
- Extra socks (take an extra pair to each gym trip to change in between games)
- Basketball Shoes
- Toiletries (toothbrush & paste, deodorant, gel's, etc.)
- Underwear, shorts and t-shirts
- Do not bring any expensive jewelry or watches, etc.
- Coordinate your game consoles. We don't need everyone to bring a gaming console as players typically huddle up in a few rooms.

Tournament Decorum

- Team & Hotel Rules
 - Lights Out - there will be a lights out policy every night. We are here to win games and will need to be smart with our energy.
 - No leaving the hotel without communicating with one of the coaches.
 - Noise levels - we will be respectful of our hotel and its inhabitants by not being disruptive or making loud noises. People come to Carlsbad to rest and relax, let's respect that.
 - No Girls - no girls will be allowed in your rooms at any time.
 - No Tolerance Drug/Alcohol Policy - there will be no tolerance for drugs and alcohol on our trip.
 - If there is a violation of our no girls in room policy and/or no drugs and alcohol policy, parents will be contacted immediately and player(s) will be dismissed from the tournament. Parents will be asked to pick up their sons immediately.
- Game Preparation - we will continue to follow our game preparations in order to compete at the highest level that we can. We will be watching some film and preparing for our opponents during this tournament.
- Eating - we need to continue to work on our nutrition. Boosters have made great efforts for players to eat healthy and periodic meals and snacks and we want to take advantage of that. Please don't skip any meals and drink plenty of water.
- 12:00 PM Departure from SMHS on 12/26 - Eat BEFORE we leave

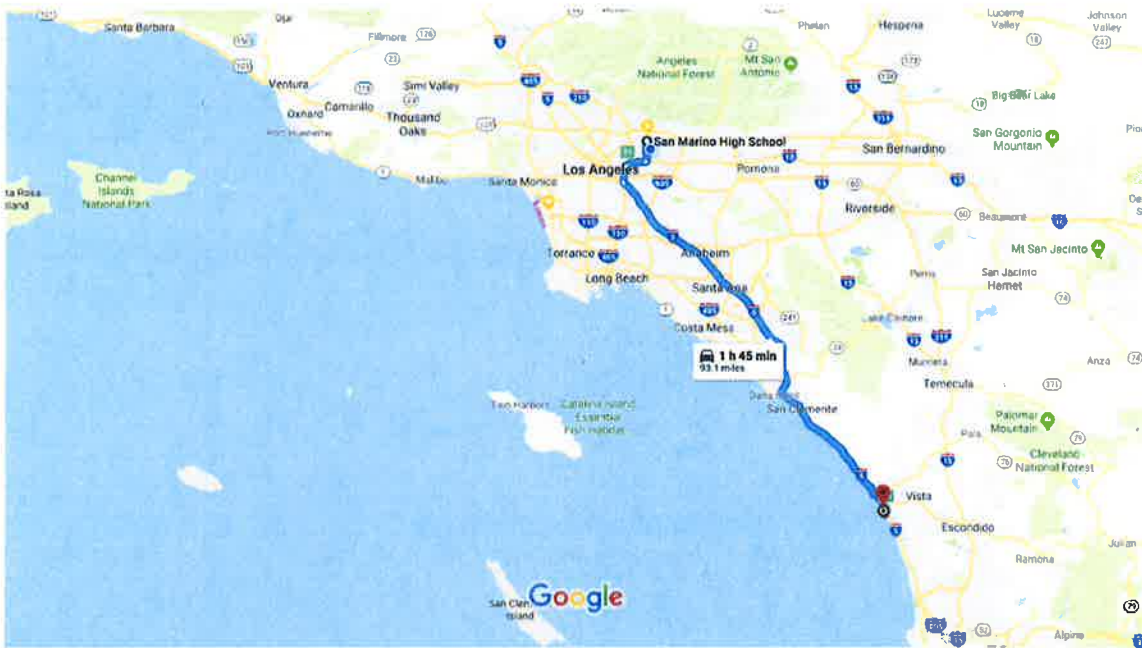
I understand our team travel policies and by my signature below, I _____ am acknowledging that I will follow these guidelines.

X _____



San Marino High School to 2605 Carlsbad Blvd,
Carlsbad, CA 92008

Drive 93.1 miles, 1 h 45 min



Map data ©2017 Google, INEGI

10 mi

San Marino High School

2701 Huntington Dr, San Marino, CA 91108

Get on I-10 W in San Gabriel

1. Head southwest on Huntington Dr
2. Turn left onto Del Mar Ave
3. Use the right lane to take the ramp onto I-10 W

12 min (3.9 mi)

0.1 mi

3.6 mi

0.2 mi

Follow I-5 S to Carlsbad Village Dr in Carlsbad. Take exit 50 from I-5 S

4. Merge onto I-10 W
5. Use the right 2 lanes to take exit 21 toward Long Beach
6. Merge onto I-710 S

1 h 24 min (87.6 mi)

3.4 mi

0.5 mi




3.0 mi

Google Maps Carlsbad Inn Beach Resort to Tri-City Christian School Drive 6.4 miles, 11 min






Carlsbad Inn Beach Resort

3075 Carlsbad Blvd, Carlsbad, CA 92008

Get on I-5 N

- 6 min (0.9 mi)
-  1. Head northwest toward Carlsbad Village Dr
- 253 ft
-  2. Turn right onto Carlsbad Village Dr
- 0.7 mi
-  3. Turn left to merge onto I-5 N toward Los Angeles
- 0.2 mi




Take CA-78 E to S Emerald Dr in Vista. Take exit 4B from CA-78 E

- 5 min (5.2 mi)
-  4. Merge onto I-5 N
- 0.7 mi
-  5. Use the right 2 lanes to take exit 51B to merge onto CA-78 E toward Escondido
- 4.2 mi
-  6. Take exit 4B for Emerald Dr
- 0.2 mi
-  7. Use the left 2 lanes to turn left onto S Emerald Dr
-  Destination will be on the left
- 2 min (0.3 mi)

Tri-City Christian School





302 Emerald Dr, Vista, CA 92083


These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

- 
7. Use the left lane to take the Interstate 5 S exit toward Santa Ana
0.4 mi
- 
8. Merge onto I-5 S
80.0 mi
- 
9. Take exit 50 for Carlsbad Village Dr
0.2 mi

Continue on Carlsbad Village Dr to your destination

4 min (0.7 mi)

- 
10. Use any lane to turn right onto Carlsbad Village Dr
0.6 mi
- 
11. Turn left onto Carlsbad Blvd
381 ft
- 
12. Turn right
43 ft
- 
13. Turn left






Destination will be on the left


112 ft

1 h 40 min (92.2 mi)

Carlsbad Inn Beach Resort

3075 Carlsbad Blvd, Carlsbad, CA 92008

- 
14. Head northwest toward Carlsbad Village Dr
253 ft
- 
15. Turn right onto Carlsbad Village Dr
223 ft
- 
16. Turn left at the 1st cross street onto Carlsbad Blvd
0.6 mi
- 
17. At the traffic circle, take the 3rd exit and stay on Carlsbad Blvd


Destination will be on the right

0.3 mi

5 min (0.9 mi)

2605 Carlsbad Blvd

Carlsbad, CA 92008

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.