

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject:

Out of State/Overnight Travel

Date:

May 24, 2022

Dept:

FHS

Reason:

Past practice of the Committee requires a vote to allow students/staff to travel outside of the State/Country

Enclosure

Yes

Background

Recommendation:

Boys Basketball Trip

I recommend approval of the request of CJ Neely to take the Boys Basketball team to Orlando, Florida from December 26-30, 2022 to participate in the 2022 KSA Events Basketball Tournament as detailed.

Action Requested of the School Committee:

Majority vote of the Committee is required.

<u>Vote Tabulator</u>	
C. Bernstein: Y / N	D. McNeill: Y / N
D. Callaghan: Y / N	M. Whitmore: Y / N
Al Charles: Y / N	D Spencer: Y / N
E Stokes: Y / N	Action: _____

Franklin Boys Basketball



Orlando Field Trip Proposal
KSA Events Boys Basketball
Tournament
December 26-30, 2022
Orlando, Florida

Dear Members of the School Committee, Dr. Ahern, and Principal Hanna:

In 2012, when I was serving as the Boys Varsity Basketball Coach at Foxboro High School, I had the opportunity to take a special group of players on a field trip of a lifetime. Despite this trip being nearly a decade ago, the memories we made have remained with myself and my players to this very day.

Franklin Basketball is about three things: positive relationships, always acting how you want to be remembered, and being a part of something bigger than yourself. We believe that this trip to Orlando embodies everything that the Franklin High School Boys Basketball Program, and the Franklin High School Community strive for.

This trip would provide our student-athletes with a unique experience to grow and challenge themselves in the adolescent stage of their lives. It allows our student-athletes to foster life-long relationships with their peers, connect with our chaperones and coaching staff, and harbor real world skills they can use as future graduates of Franklin High School.

In addition to the social and emotional development of our student-athletes, this trip will challenge them in a variety of ways. First, they will be setting a real personal and team goal to work together to fundraise a substantial amount of money. For some, another challenge will be traveling for the first time without family, allowing them to learn personal responsibility. Lastly, it will challenge them to set and meet goals. They will need to collaborate to develop concrete steps in order to make this proposal a possibility.

This opportunity also allows us to represent the Franklin High School Boys Basketball program in a competitive environment against teams from around the nation. It is a great opportunity for our players to face strong competition, continue their development as athletes, and demonstrate the resiliency, sportsmanship, and humility that Franklin athletes embody.

Having led this trip as the Boys Varsity Basketball Coach at Foxboro High School in 2012, I have witnessed first hand the life long memories that this trip can create. The players and coaches I was able to bring on this trip are people who I still remain close with to this day. We frequently bring up stories and memories from our trip.

Below you will find a complete outline of our proposal, including a full itinerary, estimated cost, how we will afford the trip, and other key information.

Thank you for your consideration.

CJ Neely

I. Destination

A. Orlando, Florida Universal Studios Cabana Bay Resort and Facility

II. Proposed Dates of Travel (Departure and Expected Return Dates)

A. Monday December 26, 2022 - Friday December 30, 2022

B. Winter Break for Franklin Public Schools

III. Former Player Experiences

In preparation for this trip proposal, I asked former Foxboro players to describe what the trip meant to their overall high school experience. Please read the following:

“My friends and I still talk about our trip to Disney. Not only was it an opportunity to bond as friends and teammates, but it also gave us a chance to meet students from across the country, and we took pride in representing our school and community everywhere we went. The support we received from our community in our fundraising efforts made me appreciative of the opportunity we had to spend our winter break in Florida, playing a sport we loved. The work we put into fundraising for the trip made Disney, and our season as a whole, a rewarding, memorable experience. The opportunity to travel to Disney to play basketball was unforgettable.”

**Brian Ellard- PricewaterhouseCoopers Accountant, Foxboro High School Class of 2012,
Bentley University Class of 2016**

“You know those family vacations you go on when you’re younger that you’ll never forget? This trip to Disney with my basketball team was one of those, and I do mean family because of the way we bonded and the camaraderie we built over that week in Florida. It was hands down one of the best and most fun experiences of my life. You would have to be crazy to pass up the opportunity to play the sport you love most with your closest friends in Disney for a week. 12 out of 10 times I would do it over and over again.”

**Justin Zupanick- Special Education at Ahearn Middle School, Assistant Coach Foxboro HS
Foxboro Class of 2013, Westfield State University Class of 2017**

IV. Educational Alignment & National PE Standards

- A. **Standard 1:** The physically literate individual demonstrates competency in a variety of motor skills and movement patterns.
- B. **Standard 2:** The physically literate individual applies knowledge of concepts, principles, strategies and tactics related to movement and performance.
- C. **Standard 3:** The physically literate individual demonstrates the knowledge and skills to achieve and maintain a health-enhancing level of physical activity and fitness.
- D. **Standard 4:** The physically literate individual exhibits responsible personal and social behavior that respects self and others.
- E. **Standard 5:** The physically literate individual recognizes the value of physical activity for health, enjoyment, challenge, self-expression and/or social interaction.

V. Summary of Cost of the Trip

- A. Estimated Cost (Subject to flight cost, etc.)
 - 1. \$30,600
 - a) 14 players, 3 Coaches - 1800 per person
 - (1) \$400 Flight
 - (2) \$1400 - All Ground inclusions (hotel, food, tickets, etc.)

VI. Sample Itinerary and Inclusion- See Attached Form

VII. Accessibility for all Student-Athletes

- A. All student-athletes will have full access to all parts of the trip regardless of disability.
- B. How can we afford the trip:
 - 1. Our booster organization and players held a very successful golf tournament last year and we anticipate another successful event in 2022. With profits from these events, it is our goal to fully fund the trip.
 - 2. The remaining balance will be paid for through other fundraising initiatives over the course of the next 5 months, donations, grants, and possible reasonable contributions from each family. If any family is unable to contribute financially, the Franklin Basketball Boosters will provide financial assistance as needed.
 - 3. **No money will be needed from the town, school, or athletic department to fund the trip.**
 - 4. Trip insurance will be purchased to protect our families.

VIII. Methods of Transportation

- A. Bus to and from airport
- B. All Florida Ground Transportation provided by KSA Events

IX. Safety Protocols/Emergency Planning

- A. All Students will sign Franklin Basketball Honor Contract (Included in this Packet)
- B. All bags will be checked prior to leaving for our trip, and student-athletes will consent to daily bag and room checks.
- C. Team will remain together for the entire trip. All activities will be done as a group or in small groups headed by a chaperone and student leader.
- D. Check ins, Bed and Room Checks, Team meals will all be done as a group.
- E. Cell Phone Communication
- F. Any Special Medications will be held and distributed to players by coaches with specific parental instructions
- G. KSA Special Liaison assigned to our team for the entirety of the trip with access to all emergency contacts in the Disney and Orlando area.

X. CORI and SORI for Chaperones

- A. All chaperones will be coaches in the Franklin Basketball Program, including a teacher in the building.
- B. All chaperones will already be CORI and SORI approved to coach during the season, and be on the trip.

XI. Additional Information

- A. KSA Events- <https://ksaevents.net/sports/basketball/>

XII. Contact Information

- A. CJ Neely
 - 1. 508-965-7134
 - 2. cjneely31@hotmail.com
- B. Michael Doherty
 - 1. 508-446-6389
 - 2. dohertymi@franklinps.net

Draft of Franklin High School Boys Basketball Student-Athlete Honor Contract

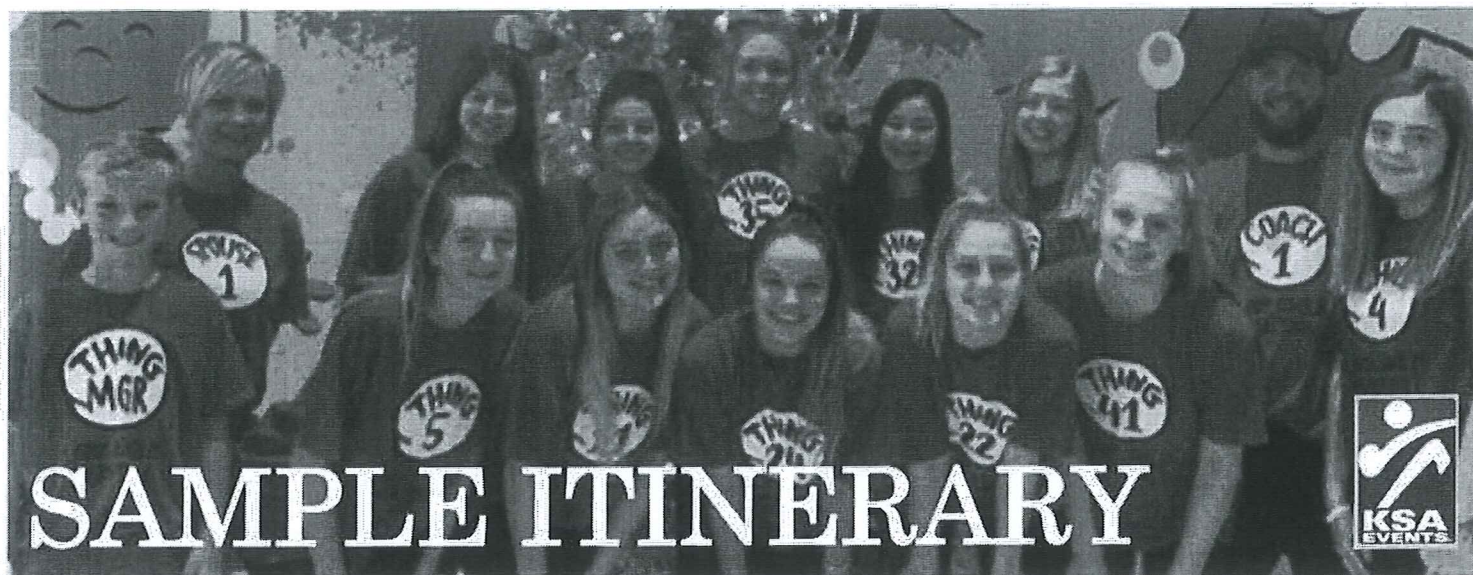
I _____, a member of the Franklin High School Boys Basketball Team, understand that I am a representative of Franklin High School and the entire Franklin Community. My behavior during this trip will reflect the core values of all Franklin High School Student Athletes.

I certify that I will not use, possess, or be in the presence of any controlled substance (drugs, alcohol, paraphernalia, etc.) during the duration of this trip. I agree to random bag and room checks at any point during our trip.

I understand that any violation of this contract may result in MIAA suspension, disciplinary action by the Franklin High School Administration, Athletic Department, and Coaching Staff, and possible removal from the team.

Player Signature

Parent/Guardian Signature



SAMPLE ITINERARY

FIVE DAYS/FOUR NIGHTS

Monday, December 26, 2022 – Friday, December 30, 2022

Day 1 Arrival Day

- Arrival in sunny, warm Orlando, Florida
- Transfer to **Team Resort** for registration and orientation
- Rooms will be pre-checked in, but rooms are not guaranteed ready until 4:30pm
- KSA Events orientation will give you a walk-through of your trip and components
- **Team practice available at convention center upon request between 6:00pm and 9:00pm**
- Dinner at the resort with a **Meal Voucher**
- Room check and lights out

Day 2 Round 1

- Breakfast with a **Meal Voucher** at the resort
- Transfer to Round 1 of the **2022 KSA Events Basketball Tournament**
- Transfer back to resort
- Shuttle to **Theme Parks** chosen in team travel package
- Dinner in the park with a **Meal Voucher**
- Transfer back to the resort
- Room check and lights out

Day 3 Round 2

- Breakfast with a **Meal Voucher** at the resort
- Transfer to Round 2 of the **2022 KSA Events Basketball Tournament**
- Transfer back to resort
- Shuttle to **Theme Parks** chosen in team travel package
- Dinner in the park with a **Meal Voucher**
- Transfer back to the resort
- Room check and lights out

Day 4 Championship Day & Celebration of Athletes!

- Breakfast with a **Meal Voucher** at the resort
- Transfer to Round 3 of the **2022 KSA Events Basketball Tournament**
- Transfer back to resort
- Shuttle to **Theme Parks** chosen in team travel package
- Transfer back to the resort to get ready for KSA Events Celebration of Athletes
- **Dinner at KSA Events Celebration of Athletes Dinner and Party!**
- Room check and lights out

Day 5 Departure Day

- Checkout from resort – bring luggage down to store at the complimentary service area
- Breakfast with a **Meal Voucher** at the resort
- Relax at the resort's beautiful pools or do some last-minute souvenir shopping!
- Load buses back to the airport for flight departure home

KSA EVENTS HOLIDAY BASKETBALL



Travel Dates

Monday, December 26, 2022 – Friday, December 30, 2022

PACKAGE A

CABANA BAY BEACH RESORT – FIVE DAY / FOUR NIGHT

KSA Events Basketball Inclusions:

- Guaranteed minimum of three games (more or less available upon request), JV games available as well!
- Official commemorate KSA Events keepsake participant
- Tournament trophies (for each bracket finalist & MVP Medal)
- Game officials, scorekeepers, trainers, and game balls
- Admission to KSA Events Basketball Tournament – Tournament Entry Fee is an additional \$500 (usually paid for by your athletic department) and will be added to your invoice

Highlights of Package A: This package is hosted at beautiful Cabana Bay Beach Resort on Universal property. Resort highlights include a lazy river, multiple pools, a bowling alley, game room, and a state of the art, work out facility. It is also walking distance to all Universal Theme Parks.

Accommodations:

Four (4) Nights Hotel Accommodations at **Cabana Bay Beach Resort**



Transportation:

Airport transfers to and from Orlando International Airport
Shuttle service to and from playing facilities
Shuttle Service to and from Universal Theme Parks

Admissions:

Three-day Three Park Admission to Universal Studios, Islands of Adventure, and Universal's Volcano Bay
Three-day admission to KSA Events Basketball Tournament
One ticket to the KSA Events Celebration of Athletes Dinner and Party

KSA Events Meal Plan:

Four breakfast vouchers for use at the resort food court
Two Boxed Lunches
Three dinning cards to use in the Universal Theme Parks and select Universal CityWalk restaurants
One buffet dinner at the celebration of athlete's party
One unlimited refillable souvenir beverage mug for use at the resort

KSA Events Exclusive Inclusions:

One complimentary package for every twenty fill paying passengers
KSA Events representative to assist your group with all trip components
All taxes and gratuities included
Additional hotel security from 12:00am-6:00am
Accident and Medical Insurance- up \$5,000 per team for any accidental injury or COVID related illness

Land Package Pricing Options

Prices Below Do Not Include Estimated Airfare Costs

Quad Rate (4 to a room): \$1,379 per person
Triple Rate (3 to a room): \$1,489 per person
Double Rate (2 to a room): \$1,699 per person
Single Rate (1 to a room): \$2,359 per person

KSA EVENTS HOLIDAY BASKETBALL



Airfare Options

Option 1: Book your own airfare. You secure your own flight schedule to a local Orlando airport and give KSA Events your team flight schedule so we can book your transportation from the airport to the resort.

Option 2: KSA Events airline department books your airfare. **If you would like an estimated airfare rate please ask your KSA Events Representative.** Your actual airfare rate will be locked in once you have agreed to your airline schedule.

Next Steps - Registration Process

Step 1: Deciding you want to travel and sending in your **Team Application**. You can submit your team application by clicking the below link. Please make sure your team application submits. Once you click submit you will be redirect to a new page confirming your application has been submitted.

[Click here to complete your Team Application](#)

Step 2: Decide which resort and package option the team has chosen. **Package A? Package B? Package C?**

Step 3: How many people do you think will be joining the group? Players? Coaches? Coaches Families? Give your KSA Events Representative an **Estimated Number of Travelers** you think will be joining the group so we can hold the appropriate number of rooms.

Step 4: Choose a **Billing Option**. Do you want to do one group bill for your team, or do you want each athlete to register individually?

Step 5: Submit your **Parent Contact List**. If you submit your parent contact list KSA Events will reach out to them directly to discuss how they can book their own trips to join the team. Remember you get discounts for every person that books with your group. This can help offset the cost of your coach's trip.

Step 6: Complete your **Team Travel Agreement**. Once we know which travel package the team has chosen, we will issue you an electronic travel agreement to complete and confirm the team package you have chosen.

Step 7: Submit your team **Deposit**. Your initial deposit is typically 20% of your land package price. If you are registering on a group invoice the coach/booster club will send in the deposit for the team. If you choose to register as individuals, each parent will submit the deposit for their athlete online at KSAevents.com.

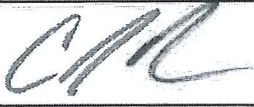

Once your team travel agreement is signed and your

TRAVEL AUTHORIZATION FORM

A request for travel authorization and funding must be prepared at least 7 months in advance of the time the funds are needed for travel.

Requests shall be submitted by club advisors or other persons responsible for a student activity trip. The request shall be submitted to the Superintendent with the approval of the School Principal in accordance with policy IJOAA or IJOAB and shall abide by the Administrative Procedures for Student Travel.

Please answer all questions

Date of request:	April 11, 2022
Date funds needed:	November 2022
Destination and purpose of trip:	Orlando Florida, Basketball Tournament, Team Building
Estimated departure and return times:	Dec 26- Dec 31 (School Vacation)
Number of persons traveling:	17
Estimate of cash required for tips and other various sundry items:	\$0
Estimate of expenses, inclusive of all costs:	\$30,600 (Flight cost are an estimate until booked) Plus cost of a bus to and from Franklin HS to airport
Check Number and Date of Payment:	
Signature of person requesting authorization:	
Signature of the School Principal authorizing the request:	
Signature of Superintendent* for out of state or extended field trips:	

*Signature of Superintendent indicates recommendation to School Committee in advance of extended field trip.

TRIP INCOME AND EXPENSE REPORT

(Completed by Advisor, submitted to Principal's Office and submitted to Business Office)

ACTIVITY NAME KSA Events Orlando Basketball Tournament
 ADVISOR NAME CJ Neely GRADE(S) 10-12
 DATES OF TRIP 12/26/22- 12/31/22
 TRIP DESTINATION Orlando Florida

EXPENSE DETAIL

REVENUE DETAIL

(attach additional supporting documentation as necessary)

TOTAL COST OF BUSING	Bus from Athletics	NUMBER OF STUDENTS ATTENDING	14
TOTAL ADMISSION COST	30,600 estimate	COST PER STUDENT	2,185
OTHER MISCELLANEOUS COSTS (list):		(A) TOTAL COLLECTED FROM STUDENTS	30,600
		NUMBER OF STUDENTS SUBSIDIZED BY PRINCIPALS ACCOUNT	Bus from athletics
		(B) TOTAL DUE FROM PRINCIPAL'S ACCOUNT	
TOTAL COST OF TRIP	30,600	TOTAL REVENUE (A+B)	30,600

DETAIL OF PAYMENTS FOR THIS TRIP

CHECK DATE	CHECK NUMBER	VENDOR PAID	AMOUNT
Once Approved		KSA Events	20%
June 2022		KSA Events	20%
July 2022		KSA Events	20%
August 2022		KSA Events	20%
October 2022		KSA Events	20%
		TOTAL	

DETAIL OF DEPOSITS FOR THIS TRIP

DATE OF DEPOSIT	DEPOSIT PREPARED/SUBMITTED BY	AMOUNT
TOTAL AMOUNT DEPOSITED (MUST EQUAL TOTAL COST OF TRIP):		\$

ADVISOR'S SIGNATURE  DATE 4-11-22

PRINCIPAL'S SIGNATURE  DATE 4-15-22