

BAPS SCHOOL ACTIVITY REQUEST

Teachers, Coaches and Activity sponsors are required to complete this form for students who will miss a class, or classes, traveling out-of-state and/or for overnight trips. Please submit it to the appropriate building Principal or Director 10 days prior to any activity that is not over night and/or does not require board approval. Activities that are overnight but are within the state or to an adjacent state should be submitted 30 days prior to the activity; overnight trips to non-adjacent states (requiring board approval) should be submitted 60 days prior to the activity. Failure to adhere to these guidelines may result in non-approval of the trip.

Date: 10/19/21

Site: BAHS

Staff Member Making Request: Trent Cantrell

Organization/Team/Club/Class: Boy's Basketball

Activity/Event: MESA Basketball Tournament

Date(s) of Activity: 12/19/21-12/23/21 Instructional Days and/or Hours Missed: 0

Number of Students: 17 Gender of Students: Male Female Both

Number of Chaperones (approximately 1 adult for every 10 students): 5

Is this an overnight trip? Yes (complete hotel section) No

Method of Transportation: Not Applicable School Bus School Suburban Other (Explain)

Miles to Destination (one way): 1,200 miles

If using school transportation, the Transportation Request must be submitted with this form.

Type of Activity (Check One):

- O On Campus:** This code will be used when a student is on campus and participating in a school activity.
- F Field Trip:** This code will be used when a student is on a field trip off campus.
- E School Activity:** This code will be used when a student is representing the school in a school-approved organization sanctioned by the school, OSSAA, NASSP, OBA, or other qualified and approved sanctioning organizations
- Q Qualifying Event:** This code will be used when a student is absent from school for a OSSAA, NASSP, OBA, or other school approved sanctioning organization for interscholastic or other competitive events that are also sanctioned as post-season, state or national qualifying events.

Date & Time of Departure: 12/19/21

Date & Time of Return: 12/23/21

Departure Location: BAHS

Return Location: BAHS

BAPS Overnight Trip Information & Guidelines

Overnight Accommodations

Hotel Name & Address: Hyatt Place Phoenix Mesa

Hotel Phone Number: (480) 754-8650

Cost of Accommodations: \$8,000

Paid by: Booster Club Fundraising

Cost of Meals: \$8,000

Number & Types of Meals during Trip: Breakfast, Lunch, Dinner, x 5 days

Paid by: Booster Club / Fundraising

Ancillary Costs: \$500

Paid by: Booster Club / Fundraising


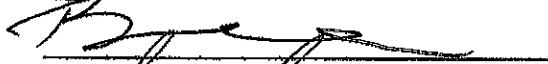

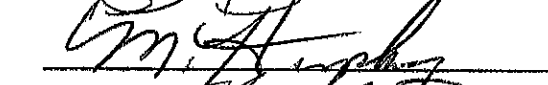
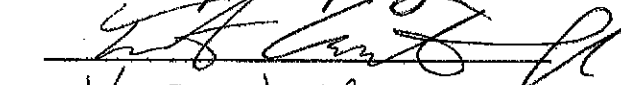

Completing this form does not encumber school funds. Upon approval, Purchase Orders for payment of items by the school must be completed prior to making reservations and departure.

General Rules & Guidelines for Staff Members Sponsoring Overnight Trips:

1. School rules and policies shall be enforced on all school trips. Minor infractions of school or organization rules shall be handled by the sponsor(s). Major infractions of school rules, such as fighting, weapons, drugs, alcohol, theft, or violations of the law shall be reported to the Principal or his designee as soon as possible. All infractions of school or group rules shall be reported to the Principal in writing upon return from the activity.
2. An overnight activity with a ratio greater than 1 adult for every 10 (approximate) students will not be approved or allowed to depart. All school activities must have at least one school employee as a sponsor.
3. The gender of the students shall be mirrored by at least one BAPS employee with current and appropriate certification and/or credentials as identified by school administration attending the trip. All coed trips shall be chaperoned by at least one BAPS employee of each gender with current and appropriate certification and/or credentials as identified by school administration.
4. Every effort shall be made to ensure that student hotel rooms are on the same floor as and contiguous to the sponsors' rooms. If this is not possible, the sponsors shall meet with the Principal and/or director/coordinator (if applicable) prior to departure to discuss the feasibility of the trip and supervision procedures for the trip, if approved.
5. Students of the same gender shall be assigned to rooms together. Every effort shall be made to situate the male rooms contiguous to each other and the female rooms contiguous to each other. If this is not possible, the sponsors shall meet with the Principal prior to departure to discuss the feasibility of the trip and supervision procedures for the trip, if approved.
6. Students shall not sleep in rooms other than those assigned to them.

7. Students of the opposite gender shall not be in hotel rooms together without direct adult supervision.
8. Students shall not sleep in the same room with sponsors or chaperones unless the sponsor or chaperone is the legal guardian of the student.
9. Curfew for students to be in their own rooms shall be no later than 10:00 p.m. or upon arrival to the hotel if after 10:00 p.m. for cases when a trip activity extends beyond 10:00 p.m. Students shall be restricted to their rooms after curfew except in cases to report an emergency. Curfew shall remain in effect until 7:00 a.m. the next morning, earlier if scheduled by the sponsor for a group breakfast, meeting, or departure.
10. Sponsors shall be responsible for periodic room checks. Sponsors shall document the room checks, noting the time of the room check and any, if any, violations of rules. A gender appropriate sponsor shall physically check each room and take roll at the time of curfew. Sponsors may alternate the responsibility, but room checks shall be conducted at the time of curfew and as needed prior to 7:00 a.m. the next morning.
11. The sponsor(s) shall be in attendance with the students during the entire school trip. No excursions or errands, personal or professional, shall be allowed unless it is related to the school trip and only under the following conditions: Administrative work related to the school trip or an emergency. One sponsor shall attend to the work that is away from the students. The other sponsor(s) shall stay with the students. In cases of only one sponsor, it is appropriate to leave the students with another adult chaperone(s) for a short period of time.
12. Student emergency cards shall be completed by the student's parent(s) and turned in to the sponsor before departing for the trip. The emergency cards shall remain in the sponsor's possession for the duration of the school trip.
13. A master roll of all the students, sponsors, and chaperones shall be kept, maintained, and checked periodically by the sponsor for the duration of the school trip. After the trip, the sponsor should keep the roll as a record of the trip.
14. Prior to departure, the sponsor shall notify the Principal of any changes to the trip and/or the master roll for attendance on the trip.
15. **Cell Phone Numbers for emergencies are as follows:**
C. Wallace (918) 407-7370, B. Wallace (918) 691-0767, T. Cantrell 918-639-1309
16. All student costs and/or fundraisers for the trip shall be collected and deposited with the Financial Secretary prior to departure.

School Sponsor/Chaperone Signatures (All School Sponsors Attending Must Review the Above Information and Sign Below; Chaperones submit Felony Affidavit Form)

Chris Wallace	
Beau Wallace	
Keary King	
Mike Humphrey	
Trent Cantrell	
Kori Wallace	

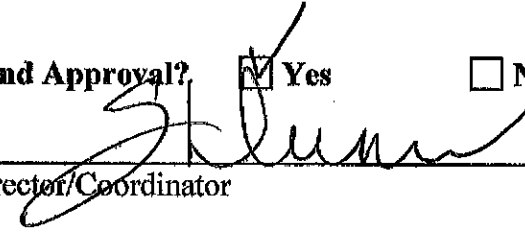
Approvals

Recommend Approval? Yes No

Site Principal

Date

Recommend Approval? Yes No

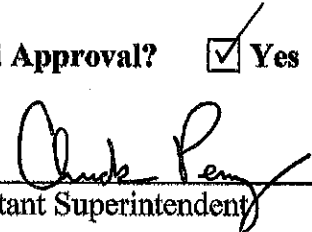


Director/Coordinator

10/21/22

Date

Recommend Approval? Yes No




Assistant Superintendent

10/21/21

Date

Recommend Approval? Yes No



Superintendent (or Designee)

10/21/21

Date

Board approval required only for activity trips to states non-adjacent to Oklahoma and/or international trips.

BOE Approval Required? Yes No Date of Approval: _____

NOTE: If this form is not filled out completely or is lacking appropriate signatures it will be returned. This could cause a delay in BOE approval.

BOE President

Date

cc: Site Principal; Director/Coordinator (if applicable); Student Services



VISIT MESA
BASKETBALL CHALLENGE

14th Annual VisitMesa Basketball Challenge
December 20-23, 2021
Mountain View High School
Mesa, AZ

CONTRACT FOR ATHLETIC TOURNAMENT CONTEST

This agreement, made in duplicate on May 4, 2021, between Broken Arrow (OK) and the VisitMesa.com Basketball Challenge Tournament Committee ("VMBC") for a high school basketball tournament in Mesa, AZ.

First: Contract states Broken Arrow (OK) will play four games (one per day) on December 20-23. School will arrive in Arizona on December 19 -- unless other arrangements are agreed upon. Team will stay at the Hyatt Place Phoenix-Mesa (the official tournament hotel) for the duration of the event. While those outside of the official party may stay at another property, the official party must stay at the designated host hotel. The penalty for breaking this guideline is approximately \$1000.

Second: The VMBC agrees to offer the following items:

- \$1000 Cashier's Check available prior to the conclusion of tournament.
- Breakfast each morning at the host hotel
- Access to gym time if you'd like to conduct a walk-through or shoot-around.
- Game format of two, 16-minute halves.
- Three-person officiating crews
- Seats at halftime & end of game for coaching staff
- 35-sec shot clock will be used
- T-shirts for official team party (15)
- Waiving of the tournament entry fee (\$450)

Third: Each game will follow NFHS rules and guidelines.

Fourth: Broken Arrow (OK) participation is guaranteed upon the VMBC receiving this agreement. Please sign and return no later than August 27. Failure to do so may affect the original commitment. You will receive e-mail and written confirmation once your agreement is received.

Guest School Signing:

Host Signing:

Broken Arrow (OK)
School Name

VisitMesa.com Basketball Challenge

Principal

Tournament Director

Athletic Director

Tournament Assistant Director

Head Coach

As a representative of Broken Arrow (OK), I, Steve Allen, understand there are risks of physical injury to the participant(s). Considering all possible risks, on behalf of myself and the participant(s), I voluntarily waive, release, discharge, and hold harmless the VisitMesa Basketball Challenge, Mesa Convention and Visitor's Bureau, City of Mesa, Monarch Sports Arizona LLC, Mesa Public School District, its employees, supervisors, appointed officials, agents, representatives, and volunteers from all claims for all injuries to participant(s) no matter how severe. Furthermore, I give consent for emergency medical treatment. This waiver does not extend to any such claim or liability that is caused by the sole and exclusive intentful acts or gross negligence by those listed above.

Steve Allen 6-7-2021
Representative of Broken Arrow (OK)
Steve Allen, BOE President

Representative of VisitMesa.com Basketball Challenge