

MEMORANDUM

To: Dr. Stephanie Soliven, Principal
From: Trish Roberts, Robotics Sponsor
Date: October 18, 2011
Subject: Out of State Travel Request for *FIRST* Championship in St. Louis, Missouri

I would like to request School Board approval to attend the *FIRST* Championship on April 25 – 29, 2012. Here are the details:

Students: Approximately 14 students will be attending. A list of current participants is attached.

Adults: Approximately 4 adults will be attending. They are both male and female chaperones. One is currently a Brevard Public School board employee; two are engineer mentors from NASA Launch Services/Analex Corporation, and one is a parent, all are properly fingerprinted with the district. A list of current chaperones is attached.

Food: Students will be eating either at the hotel, nearby restaurants or at event concessions.

Permission: All students will complete a notarized “Out of County” travel form prior to the trip and documentation will be in the hands of the chaperones at all times.

Itinerary: A tentative itinerary is attached.

***FIRST* Championship at the Edward Jones Dome in St. Louis, Missouri.**

Dates: April 25-29, 2012

Transportation: We will travel by airplane to St. Louis, Missouri and then use public transportation (Metro) to travel to/from competition.

Housing: The team will be staying at a *FIRST* authorized hotel closest to the event. Students will be either walking or taking public transportation from the hotel to the Edward Jones Dome. If walking, they will travel on sidewalks away from traffic, with chaperones.

FIRST Championship Tentative Itinerary

Wed, April 25 Leave from Orlando International Airport in the early morning. Arrive in St. Louis around noon. Afternoon sightseeing trip in downtown St. Louis, arrive at hotel by 7:00 pm.
Evening at hotel.

Thurs, April 26 7:30 am - arrive at Edward Jones Dome. Pit Crew reports to pit area to uncrate robot, team reports to stands.
9:00 am to 6:00 pm - practice matches
Evening at hotel

Fri, April 27 7:30 am arrive at Edward Jones Dome
9:00 am - Opening Ceremony
9:30 am to 6:00 pm - Qualifying Matches
Evening at hotel

Sat, April 28 7:30 am arrive at Edward Jones Dome
9:00 am to noon - Qualifying Matches
1:00 pm to 4:00 pm - Elimination/Championship Matches
4:30 pm - Award Ceremony and Closing Ceremony
6:00 pm to Midnight - Wrap Party at Event Site or Evening at hotel

Sun, April 29 Leave from St. Louis Airport in morning. Arrive at Orlando International
Airport, late afternoon or evening.

Current Adult Chaperones:

Trish Roberts – Robotics Sponsor for FIRST, Cocoa High Office Clerk
Nathan Gelino - Engineer, NASA Launch Services (fingerprinted 1 year ago)
Dustin Dyer - Engineer, NASA Launch Services (fingerprinted 2 years ago)
Michele Van Guilder – parent (fingerprinted 2 years ago)

RECOMMENDATION:

Approve the request for the Cocoa High Robotics Team, approximately 14 students and four chaperones, to attend the FIRST World Championship in St. Louis, Missouri on April 25 through April 29, 2011. The students will miss three (3) school days.

DISCUSSION:

The Robotics Team is planning to attend the FIRST World Championship in St. Louis, Missouri. The four adult chaperones are both male and female. One (1) chaperone is a current Brevard Public Schools employee, two (2) are engineer mentors from NASA Launch Services/Analex Corporation who are properly fingerprinted with the district and one is a registered volunteer with Brevard Public Schools. The team will travel by plane and will be staying at a FIRST authorized hotel closest to the event. Students will be either walking or taking public transportation from the hotel to the Edward Jones Dome.

The trip will be funded by various fundraisers and business partners including Analex Corporation, NASA Launch Services, Brevard Public Schools and Gov. Connection.
THERE WILL BE NO COST TO THE DISTRICT.