



Pullman School District

Special Board Meeting

Date and Time

Wednesday November 5, 2025 at 6:00 PM PST

Location

Paul R. Sturm Community/Board Room
Pullman High School
510 NW Greyhound Way
Pullman, WA 99163

Agenda

I. Opening Items

- A.** Record Attendance
- B.** Call the Meeting to Order

II. Discussion Items

- A.** Pullman High School Overnight Field Trip Requests

Presenter: Evan Hecker, Pullman High School Assistant Principal/Athletics Director

III. Closing Items

A. Adjourn Meeting

Coversheet

Pullman High School Overnight Field Trip Requests

Section:	II. Discussion Items
Item:	A. Pullman High School Overnight Field Trip Requests
Purpose:	
Submitted by:	
Related Material:	ES PHS Overnight Field Trip Requests 11.5.25.pdf PHS Overnight Field Trip Requests.pdf



To Ensure Learning While Challenging and Supporting Each Student to Achieve Full Potential

Pullman School District No. 267 • 240 SE Dexter • Pullman, WA 99163 • (509) 332-3581

Pullman High School Overnight Field Trip Requests

Executive Summary

November 5, 2025

By: Evan Hecker

Pullman High School Assistant Principal/AD

Background:

Pullman High School has submitted new overnight field trip requests for the football team and girls soccer. In addition, a revision to the cross country overnight field trip request that was previously approved.

- REVISED - Cross Country - State Tournament - Previously approved (revised departure date to November 7 instead of November 8)
- NEW - Football - Round of 32 State Playoffs (Nov 7-8)
- NEW - Football - Round of 16 State Playoffs (Nov 13-15)
- NEW - Football - Round of 8 State Playoffs (Nov 20-22)
- NEW - Girls Soccer - State Tournament (Nov 10-12)
- NEW - Girls Soccer - State Tournament (Nov 13-15)

These requests require board review and approval.

Recommended Board Action:

Approval of the Pullman High School Overnight Field Trip Requests listed above.

Motion to Approve

I move to approve the Pullman High School Overnight Field Trip Requests for PHS Cross Country, PHS Football, and PHS Girls Soccer.

☐ Approved

☐ Not Approved

Date: _____

Board Secretary Signature: _____

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Overnight Field Trip Request**Teacher/Group Requesting:** Cross Country, Allix Potratz-Lee

Please fill in the following information as part of the approval process and submit to the superintendent's office:

1. Number of students involved: 142. Purpose of trip: State Cross Country Tournament3. Destination: Pasco, WA Sun Willows Golf CourseIs this a result of competition: ☒ Yes ☐ No4. Housing (Motel, Private Houses, etc.):
Hampton Inn, Pasco5. Number of chaperones: 3

Names of chaperones:

Allix Potratz-Lee, Hannah Kiser, and TBD male chaperone

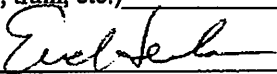
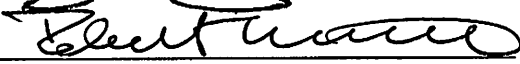
6. Cost and method of payment (including any cost to students):

☐ ASB ☐ Principal ☐ Fund Raiser ☒ Other General Fund PostseasonCost to student: \$ 0 Total Cost: \$ \$2500

7. Date(s) and time of departure and return: _____

11/7/25, 8AM - 11/8/25, 9PM8. Insurance implications: NA

9. Method of transportation:

☐ School Bus ☐ Charter Bus ☐ Private Vehicles ☐ Rental Vehicles☒ Other (i.e. airplane, train, etc.) 2 PSD VansSignature of Advisor/Coach: Signature of Building Principal: Signature of Superintendent: 

Board Action: _____ Date: _____

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Overnight Field Trip Request**Teacher/Group Requesting:** PHS Football

Please fill in the following information as part of the approval process and submit to the superintendent's office:

1. Number of students involved: 452. Purpose of trip: Round of 32 State Playoffs3. Destination: Everett, WAIs this a result of competition: ☒ Yes ☐ No4. Housing (Motel, Private Houses, etc.):
TBD5. Number of chaperones: 9

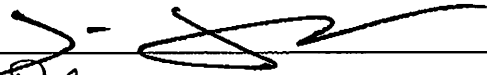
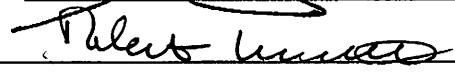
Names of chaperones:

Kevin Agnew, Cotton Sears, Sam Fleener, Nick Darling, Brian Foote, Chris Engle, Jared Byers,Mike Sontegrath Mark Hauck

6. Cost and method of payment (including any cost to students):

☐ ASB ☐ Principal ☐ Fund Raiser ☒ Other General Fund, Post-seasonCost to student: \$ _____ Total Cost: \$ 28007. Date(s) and time of departure and return: 11/7/25, 8AM- 11/8/25 6PM8. Insurance implications: NA

9. Method of transportation:

☒ School Bus ☒ Charter Bus ☐ Private Vehicles ☐ Rental Vehicles☐ Other (i.e. airplane, train, etc.) _____Signature of Advisor/Coach: Signature of Building Principal: Signature of Superintendent: 

Board Action: _____ Date: _____

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Overnight Field Trip Request**Teacher/Group Requesting:** PHS Football

Please fill in the following information as part of the approval process and submit to the superintendent's office:

1. Number of students involved: 45
2. Purpose of trip: Round of 16 State Playoffs
3. Destination: TBD

Is this a result of competition: ☒ Yes ☐ No

4. Housing (Motel, Private Houses, etc.):
TBD

5. Number of chaperones: 9

Names of chaperones:

Kevin Agnew, Cotton Sears, Sam Fleener, Nick Darling, Brian Foote, Chris Engle, Jared Byers,Mike Sontegrath Mark Hauck

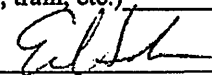
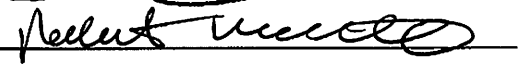
6. Cost and method of payment (including any cost to students):

☐ ASB ☐ Principal ☐ Fund Raiser ☒ Other General Fund, Post-seasonCost to student: \$ _____ Total Cost: \$ 2800

7. Date(s) and time of departure and return: TBD 11/13/25, 8AM - 11/15/25
8 PM

8. Insurance implications: NA

9. Method of transportation:

☒ School Bus ☒ Charter Bus ☐ Private Vehicles ☐ Rental Vehicles☐ Other (i.e. airplane, train, etc.) _____Signature of Advisor/Coach: Signature of Building Principal: Signature of Superintendent: 

Board Action: _____ Date: _____

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Teacher/Group Requesting: PHS Football

1. Number of students involved: 45

2. Purpose of trip: Round of 8 State Playoffs

3. Destination: TBD

Is this a result of competition: ☒ Yes ☐ No

4. **Housing (Motel, Private Houses, etc.):**

TBD

5. Number of chaperones: ⁹

Kevin Agnew, Cotton Sears, Sam Fleener, Nick Darling, Brian Foote, Chris Engle, Jared Byers,

Mike Sontegrath Mark Hauck

6. **Cost and method of payment (including any cost to students):**

☐ ASB ☐ Principal ☐ Fund Raiser ☒ Other General Fund, Post-season

Cost to student: \$ _____ Total Cost: \$ 2800

7. Date(s) and time of departure and return: TBD 11/20/25, 8AM - 11/22/25
8 PM

8. Insurance implications: NA

9. Method of transportation:

☒ School Bus ☒ Charter Bus ☐ Private Vehicles ☐ Rental Vehicles

☐ Other (i.e. airplane, train, etc.) _____

Signature of Advisor/Coach: 

Signature of Building Principal: _____

Signature of Superintendent: Robert W. [Signature]

Board Action: _____ Date: _____

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Overnight Field Trip Request**Teacher/Group Requesting:** PHS Girls Soccer

Please fill in the following information as part of the approval process and submit to the superintendent's office:

1. Number of students involved: 202. Purpose of trip: State Soccer Tournament3. Destination: TBDIs this a result of competition: ☒ Yes ☐ No4. Housing (Motel, Private Houses, etc.):
TBD5. Number of chaperones: 3

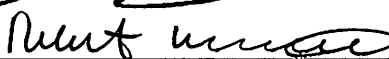
Names of chaperones:

Katie Evermann, Scott Thompson, and Henry Druffel

6. Cost and method of payment (including any cost to students):

☐ ASB ☐ Principal ☐ Fund Raiser ☒ Other General Fund, Post-seasonCost to student: \$ _____ Total Cost: \$ 15007. Date(s) and time of departure and return: TBD 11/10/25, 8AM- 11/12/25
8PM8. Insurance implications: NA

9. Method of transportation:

☒ School Bus ☐ Charter Bus ☐ Private Vehicles ☒ Rental Vehicles☒ Other (i.e. airplane, train, etc.) _____Signature of Advisor/Coach: Signature of Building Principal: Signature of Superintendent: 

Board Action: _____ Date: _____

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Overnight Field Trip Request**Teacher/Group Requesting:** PHS Girls Soccer

Please fill in the following information as part of the approval process and submit to the superintendent's office:

1. Number of students involved: 202. Purpose of trip: State Soccer Tournament3. Destination: TBDIs this a result of competition: ☒ Yes ☐ No4. Housing (Motel, Private Houses, etc.):
TBD5. Number of chaperones: 3

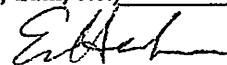
Names of chaperones:

Katie Evermann, Scott Thompson, and Henry Druffel

6. Cost and method of payment (including any cost to students):

☐ ASB ☐ Principal ☐ Fund Raiser ☒ Other General Fund, Post-seasonCost to student: \$ _____ Total Cost: \$ 15007. Date(s) and time of departure and return: TBD 11/13/25, 8AM- 11/15/25
8PM8. Insurance implications: NA

9. Method of transportation:

☒ School Bus ☐ Charter Bus ☐ Private Vehicles ☒ Rental Vehicles☒ Other (i.e. airplane, train, etc.) _____Signature of Advisor/Coach: Signature of Building Principal: Signature of Superintendent: 

Board Action: _____ Date: _____