



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education
FROM: Mark Dobson 
SUBJECT: Action Item: High School Varsity Boys' Basketball Camp in Sandusky Ohio
DATE: June 3, 2026

Recommendation:

It is recommended that the Board approve the high school boys' varsity basketball team's participation in an out-of-state basketball camp in Sandusky, Ohio, from June 26–27, 2026, as submitted by Mr. Ray Mitchell.

Participation in this camp will provide students with a unique opportunity to compete against high-level programs from across the Midwest while building valuable teamwork skills and strengthening team bonds

The cost of the trip will be funded by participating families, and there will be no financial impact on the district. Students will also have opportunities to participate in fundraising activities to help offset individual expenses.

Thank you for your consideration of this enriching opportunity for our high school students.

EAST LANSING PUBLIC SCHOOLS
EXTENDED FIELD TRIP REQUEST FORM

IMPORTANT: All out-of-state and overnight school-sponsored extracurricular activities require approval from the East Lansing Board of Education. Per Board Policy 5506, "The Board may approve extended extracurricular trips for student groups under school sponsorship. Each trip requires separate approval and must be approved annually."

For further details, please refer to East Lansing Public Schools Board of Education Policy 5506, which is included in the Field Trip Application Packet. All requirements must be satisfied before the Board will consider requests for out-of-state and overnight school-sponsored extracurricular activities.

Required documents must be attached to this request form:

1. Letter to ELPS Board of Education, requesting approval of this trip
2. Detailed Itinerary
3. Copy of parent consent form (customize using provided template)

Name and position of staff person requesting trip:

Ray Mitchell - Varsity boys basketball coach

Trip destination and dates: (please attach detailed itinerary to this form)

Sandusky, Ohio June 26-27, 2026

Purpose for trip:

Basketball camp

Grade level of student participants, and number expected to participate:

9-12 - Expecting 10-12 students

Cost to students and fundraising/scholarship plans:

No cost to students - this is paid through basketball fundraising.

Names of chaperones, plus total number committed:

Ray Mitchell, John Schweitzer, Mike Johnson

**EAST LANSING PUBLIC SCHOOLS
EXTENDED FIELD TRIP REQUEST FORM**

Method of transportation:

Parents transport

Signature of staff person requesting trip:

- I acknowledge responsibility for the accuracy of all submitted information.
- I acknowledge responsibility for holding an orientation session with students and chaperones, including expectations for chaperones, students, and staff. Session will include review of rules and procedures with parents.
- I acknowledge responsibility for appointing a second trip leader and agree to familiarize him/her with all trip management details.
- I recognize it is my responsibility to ensure all student participants and their parents provide required documentation, including:
 - o Field trip consent form with parent and student signatures
 - o Rules acknowledgement form, with parent and student signatures
 - o Medical authorization forms
- I acknowledge responsibility for leaving copies of all required documentation and forms with the building principal before leaving on the trip.

I have read and agree to all responsibilities listed above.

Robert Mitchell

Staff Member Signature

6-1-2026

Date

I have discussed these plans with the staff member planning this trip. I believe the trip meets ELPS Board Policy requirements for School Sponsored and Extracurricular Field Trips.

Michelle Martin

Building Principal Signature

6/1/26

Date

Dear Members of the East Lansing Board of Education,

I am writing to respectfully request approval for the East Lansing High School Boys Varsity Basketball Team to attend the Midwest Live Team Camp in Sandusky, Ohio, from **June 26–27, 2026**.

The Midwest Live Team Camp is an NFHS-certified scholastic recruiting event held during the NCAA live recruiting period. Participation in this event provides our student-athletes with a unique opportunity to compete against high-level programs from across the Midwest while being evaluated by college coaches and recruiters. This exposure can assist students in pursuing future educational and athletic opportunities at the collegiate level.

In addition to the recruiting and competitive benefits, the camp offers valuable team-building experiences. Traveling and competing together helps strengthen team camaraderie, leadership, communication, and accountability among our student-athletes. These experiences contribute positively to the development of our basketball program and the overall growth of our students.

The trip will be supervised by East Lansing Public Schools coaching staff, and all district policies and procedures regarding student travel, safety, supervision, and parent consent will be followed. A detailed itinerary and parent consent documentation are attached as required.

We believe this opportunity aligns with the educational and extracurricular goals of East Lansing Public Schools and will provide meaningful benefits to our student-athletes and basketball program.

Thank you for your consideration of this request. Please feel free to contact me if additional information is needed.

Sincerely,

Ray Mitchell

Varsity Boys Basketball Coach
East Lansing High School
East Lansing Public Schools



EAST LANSING HIGH SCHOOL BOYS VARSITY BASKETBALL

Midwest Live Team Camp

Sandusky, Ohio • June 26–27, 2026


“Building Excellence Through Competition, Teamwork, and Leadership”

FRIDAY, JUNE 26, 2026

Cedar Point Sports Center

2701 Cleveland Road W, Sandusky, OH 44870


 11:00 AM – Team Arrival & Event Check-In

 12:00 PM – 4:00 PM – Competition Session I

- Two varsity basketball games
- Team meetings and recovery between games
- Supervision by coaching staff throughout the event

Quality Inn & Suites Sandusky

6220 Milan Road, Sandusky, OH 44870

 5:00 PM – Hotel Check-In

 6:00 PM – 8:00 PM – Team Development & Bonding Activities

- Team dinner
- Leadership and communication exercises
- Reflection and preparation for Saturday competition

 10:00 PM – Team Curfew / Lights Out

SATURDAY, JUNE 27, 2026

 7:00 AM – Team Breakfast

 8:00 AM – Hotel Check-Out

Return to Cedar Point Sports Center



🏀 **10:00 AM – 2:00 PM** – Competition Session II

- Two varsity basketball games
- Continued participation in Midwest Live Team Camp activities
- College coach exposure during NCAA live recruiting period

🚌 **2:30 PM** – Departure from Sandusky, Ohio

🏠 **Evening Arrival** – East Lansing, Michigan

🎯 **PURPOSE OF TRIP**

The East Lansing High School Boys Varsity Basketball Team is requesting approval to attend the **Midwest Live Team Camp**, an NFHS-certified scholastic event conducted during the NCAA live recruiting period. This experience will provide student-athletes with:

- ✓ Competition against high-level programs from across the Midwest
- ✓ Exposure to college coaches and recruiters
- ✓ Leadership and character development opportunities
- ✓ Team-building experiences that strengthen program culture
- ✓ Opportunities to represent East Lansing Public Schools with pride and sportsmanship

Submitted to the East Lansing Board of Education

Ray Mitchell

Varsity Boys Basketball Coach
East Lansing High School

Travel Dates: June 26–27, 2026

Destination: Sandusky, Ohio

Overnight Accommodations: Quality Inn & Suites Sandusky

Event Venue: Cedar Point Sports Center

EAST LANSING PUBLIC SCHOOLS EXTENDED FIELD TRIP CONSENT FORM

Directions for use: type in all required information to customize this consent form for the planned field trip. Make copies for student participants and parents. Consent forms MUST be signed by both student participants and parents at least 10 days prior to the trip. A copy of all signed consent forms must be provided to the building principal at least a week before departure.

Destination and dates for field trip: insert information below.

<p>Sandusky, Ohio June 26-27, 2024</p>
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Transportation arrangements:

<p>Parents transport</p>

Trip leader and co-leader:

<p>Ray Mitchell, John Schweitzer, Mike Johnson</p>
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This is to certify that _____ has my permission
(print student name)

to participate in all activities and related travel for the extended field trip outlined above. I have had an opportunity to discuss plans with the trip leader, and understand the risks involved.

I release and hold harmless East Lansing Public Schools and its employees and officers from all liability with reference to this extended educational field trip.

Signature of Student

Date

Signature of Parent or Legal Guardian

Date