

School Field Trip Packet - Overnight/Greater than 100 miles with District Transportation

Organization: **Marion County Public Schools**Employee: **JOSEPH MATTINGLY**Assigned To: **User - teresa.preston**[Show History](#)

NOTE: Field trip packets that require Board approval will only be approved at the first regular board meeting each month; if your trip does not require Board approval, please submit your forms three weeks prior to the trip.



School Professional Leave

PERSONNEL

03.125 AP.21

✳ Employee Name	Daniel Mattingly
✳ School/Work site	Marion County High School
✳ Date(s) of leave	Oct. 19-22
✳ Time of departure	02:00 pm
✳ Destination	Indianapolis, IN
✳ Purpose/Rationale for attending	Attend the National FFA Convention
✳ Number of students involved	16

✳ Substitute needed (please remember to enter your absence in Aesop, Yes even if a substitute is not required.)

Number of days (Avg. \$100 a day) 2

Substitute code MCHS FFA ACTIVITY
ACCT

✳ Registration Yes

Registration cost 50

Registration code MCHS FFA ACTIVITY
ACCT

✳ Mileage No

Number of miles

Number of days

✳ Lodging Yes

Cost per night 162.63