

School-Related Student Day Trip and Overnight Trip Request Forms

THIS FORM MUST BE SUBMITTED TO THE PRINCIPAL TWO (2) WEEKS PRIOR TO THE TRIP. IF BOARD APPROVAL IS REQUIRED, THE BOARD MUST RECEIVE THE FORM AT LEAST TWO (2) TWO WEEKS IN ADVANCE OF TRIP.

INFORMATION

1. Sponsor's Name M Bruce Club or Dept FFA
 2. Name of all chaperones Bruce, Cherry, Irock
 3. Where will the group be going? Indianapolis IN
 4. Purpose of the trip National Convention
**If the trip is a State Competition Trip, meals will be reimbursed at a daily rate of \$40.00, and must be accompanied by receipts.*
 5. When is it to be held? Date Oct. Departure Time 6:00 AM
Estimated Travel Time 5 hrs.
 6. City Indianapolis State IN Estimated Distance (Round trip) _____
 7. Place of overnight lodging (name, address & phone #) - determined by nationals - not sent yet.
 8. Identify students by name (use attached sheet, if necessary) FFA Leadership team
 9. Cost to students \$1000 Cost to school organization \$4000 Cost to Board 0
 10. Describe the relevance of the trip: educational, cultural, etc./educational activities
Leadership training, motivational speaking, networking w/ careers, colleges, post-secondary options
 11. Other activities planned Roads, tours, educational experiences
 12. How will this trip benefit your students? Connections using networking college scholarships
 13. Type of transportation used Charter bus
 14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
☒ Yes ☐ No If NO, indicate why: They will check to time
- Sponsor's Signature M Bruce Date 7/1/19 Principal's Signature [Signature] Date 7/8/19

Trip has been ☒ approved ☐ disapproved. If disapproved, explain below:

Signature of Superintendent/Designee

Date

Board Approval Date