

ORANGE COUNTY  
BOARD OF EDUCATION

AGENDA ITEM ABSTRACT

Meeting Date: July 7, 2011

AGENDA ITEM No. 11-07-05

ACTION: (Y/N) Y

SUBJECT: School Trip Request

INFO. CONTACT: Denise C. Morton PHONE: 919-732-8126

ATTACHMENTS: (1) Orange High School Future Farmers of America

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**PURPOSE:** To request Board approval of overnight school trip.

**BACKGROUND:** (1) The Future Farmers of America (FFA) of Orange High School will be participating in the North Carolina FFA Camp at White Lake, North Carolina on August 8-12, 2011. Fourteen students, who are members of the Orange High School FFA will be participating in leadership development workshops.

**FINANCIAL IMPACT:** None.

**RECOMMENDATION:** The Superintendent recommends that the Board approve this overnight school trip request.

**ORANGE COUNTY SCHOOLS  
School Trip Approval Request Form**

Day school trip requests must be submitted to the principal for approval at least 15 calendar days before the day of the proposed trip. Overnight school trip requests must be submitted to the principal 15 days prior to trip and forwarded to the Chief Academic Officer 10 calendar days prior to the next scheduled Board of Education meeting.

**SECTION A: General Information**

School Trip Dates: August 8 2011 to August 12, 2011

School/Department/Grade Level: Orange High School/ Agricultural Department/ 9-12

School Trip Sponsor: Orange High School FFA

Phone & Extension: 919-732-6133 ext 20612

Purpose of Trip: Students to develop leadership skills while competing competitively against other schools

Destination (Name & City): Whitelake FFA Camp/ Elizabethtown

Number of Students (Attach List): 14

Number of Staff Chaperones (Attach List): 3

Number of Non-Staff Chaperones (Attach List): 0

Number of Other Persons (Attach List): 1

Total Number Transported: 17

**SECTION B: Type of Trip (check all that apply)**

Regular School Day - Principal Approval Required

Athletic Event (Day) - Principal Approval Required

Overnight Trip - Chief Academic Officer and School Board Approval Required (Both in and out of state)

Out of State Trip - Chief Academic Officer Approval Required

International Trip - Chief Academic Officer and School Board Approval Required

**SECTION C: Mode of Transportation**

Walking

Activity Bus

Privately Owned Vehicle (list drivers on page 2)

Airplane

Charter Bus\*

Name of Charter Company or Airline: [ ]

\*The company must be on the approved list provided by the OCS Transportation Department. The school is responsible for contacting transportation in order to have the charter vehicle inspected prior to departure.

**SECTION D: Scheduling and Trip Associated Costs**

Departure Date: August 8th

Departure Time: 9:00am

Departure Location: Orange High School Ag Dept

Return Date: August 12th

Return Time: 3:00pm

Return Location: Orange High Ag Dept

Number of District Buses Requested: 0 Using Ag Bus

Projected Total Cost of Trip: \$0

Cost per Student: \$200.00

Cost per Adult: \$200.00

Is Financial Assistance Available?  Yes  No

Source of Financial Assistance: Orange High School FFA Alumni

NOTES: School trips are subject to cancellation due to unforeseen problems. Cancellation decisions will be made based on the most current information available such as weather, road conditions, etc. The School Trip Sponsor should have directions to location and should provide these directions to the front office and bus driver. The School Trip Sponsor must ensure district buses are clean upon return. Open food and drinks are prohibited on district buses. Principals will be expected to give careful consideration prior to approving school trips.

SECTION E: Additional Information Required

T-538

Please describe the educational benefit of the proposed school trip and the specific connection to the North Carolina Standard Course of Study.

Students will be gaining leadership skills while competing against students from across the state in athletic competitions. Students learn responsibility by cleaning out cabins, setting up for dinner, and interacting with other students.

T-277

Identify an Orange County Schools employee with current CPR, First Aid and Medication Certification that is participating in this school trip.

Josh Bowles, Rusty Wagoner

If transporting students in privately owned vehicles, please list the names of the drivers.

9187326133

Staff Chaperones

Rusty Wagoner, Josh Bowles, David Latta

Non-Staff Chaperones (Background checks required)

Background Checks Verified by Principal

Are there any hazardous conditions or travel advisories of which you are aware or are there any safety concerns in the area of the trip destination? Please describe.

None

FROM-ORANGE HIGH

What precautions have you taken or are you taking to ensure the safety of the students and chaperones?

Advisors and Chaperons will be with students at all times monitoring student behavior and ensuring safety.

JUN-27-2011 07:18AM

Lodging Arrangements: Name of Hotel/Facility

FFA Camp Cabins

Address

1247 Hwy 53 East White Lake NC 28337

Phone

**SECTION F: Parent Permission**

Written parental permission for students to travel is required. A copy of the permission form must be attached for all school trips as well as a copy of additional information provided to parents.

**SECTION G: School Trip Approval Request Form Submission** Print this form and sign/date below before submitting to appropriate administrators.

Signature of Person Completing This Request Joshua Bonds Position Agriculture Teacher Date 6/20/11

**SECTION H: Authorization**

- Approved  Disapproved
- Approved  Disapproved
- Approved  Disapproved

**Background Checks On Non-Staff Personnel Verified by Principal**

Principal [Signature] Date 6/27/11

Chief Academic Officer [Signature] Date 6/30/11

Date Approved/Disapproved by School Board \_\_\_\_\_

PLEASE NOTE: When printing this form, choose "Landscape" as your orientation so that it prints correctly.