

Suffield Public Schools
Field Trip/School Sponsored Trip Request Form

Form to be completed by the advisor of the field trip and submitted to the principal's secretary. The completed form needs to comply with all regulations found in Policy #6153.

Date of Request: April 8, 2025

Type of Trip: Field Trip Extracurricular Athletic International

NOTE: Out of state or overnight trips must be approved by either the Superintendent or his/her designee. Overnight trips must also be approved by the Board of Education. (See Regulation #6153)

Teacher/Advisor: Laura LaFlamme,

Celia Wagner (2nd teacher dependent on CDE Teams and delegates attending)

Date(s) of Trip: October 28th - November 1st ²⁰²⁵ Time: _____

Destination: Indianapolis, Indiana : National FFA Convention

Number of Students: 4 National Floriculture CDE competitors

4- 8 Chapter Delegate and Possible CDE teams

Number of Chaperones: 2 teachers (see Regulation #6153 – Chaperone guidelines)

Name(s) of Chaperone(s) Laura LaFlamme, Celia Wagner

Has disclosure form been completed for all chaperones that are not Suffield Public School employees and are chaperoning an overnight trip?

Yes

No

N/A

Has chaperone information, including applicable Board of Education policy(ies) been delivered to chaperones?

Yes

No

Cost of trip (include information regarding payment of expenses and any financial penalties that may be incurred):

Students will cover the cost of their trip. Some fundraising through FFA Alumni and Flower sales. Estimated Cost

Convention registration and tours: \$100 Hotel : \$500

Airfare/bus and ground transportation \$700 Meals \$200

Total Cost : 1,500 -1,800 per student

Insurance Certificate Required:

Yes

No

Mode of Transportation: Airplane, Car rental

Explanation of Trip:

Explanation of Trip: 65,000 FFA members and guests from across the country participate in general sessions, competitive events, educational tours, leadership workshops, an expo and shopping mall, volunteer activities and more. It is one of the largest annual student conventions in the world.

Educational Purpose: Educational Purpose: Chapter representatives will participate in the largest national youth convention. There will be educational tours, workshops and convention sessions as part of each student's experience. Students will be excited and motivated to return to the FFA chapter with many ideas to strengthen the FFA chapter.

The State winning floriculture team will compete in two days of competitions against students from across the United States. Students will prepare for the next several months.

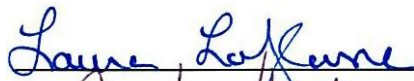
Itinerary: See attached example (from past year as schedule of events has not been posted)

Tuesday am : Leave from Bradley airport

Floral Competition : Wednesday and Thursday

Wednesday - Saturday Convention session, Educational tours, Leadership workshops, American FFA Degree ceremony, Science fair, Community Service opportunities

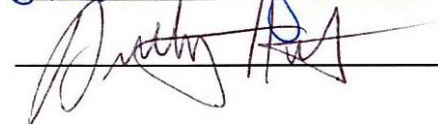
Advisor's Signature:



Date:

April 8, 2025

Principal Signature:



Date:

4/10/25

Superintendent/Designee: ☐ Approve ☐ Deny

Superintendent/Designee Signature: _____ Date: _____

Board of Education: ☐ Approve ☐ Deny

Board Chair Signature: _____ Date: _____

Example of Past Schedule for National Convention

Tuesday, Full Group
4:30 am Meet at Bradley International Airport in FFA Official Dress
Southwest Airlines: 6:05 am - 7:35 am : Flight 2521 to Chicago 9 am- 10:55 am : Flight 2263 to Indianapolis
12:00 pm : Check into Hotel Drury Inn and Suites 8180 Shadeland Ave, Indianapolis, IN 46250 Phone: (317) 849-8900 12:00pm - 2:00 pm : Unpack and Settle
2 pm Transport to National Convention Site Pick up name badges
2:30 pm - 4:45 pm Tour of Convention Center 4:45 pm - 6:00 pm : Group Dinner 6:00-7 pm Night walk of Indianapolis to Fountain : Photo shoot (if nice weather) 8:00 : Return to Hotel 9-9:30 pm: Schedule review 10:00 pm : Lights out and rooms closed

Wednesday,
8:30 am :Breakfast
8:45-940 am: Study Hall
10:00 am : Leave Hotel on brown shuttle to convention center : first shuttle available at 10 am
10:am : Arrive at Convention center
10:45-11:30 am : Group Tour of Convention Area with lunch in Mall food court
Check in Career Success Tour : 12 pm Tour BrandyWine Creek Farm 12:45-3:45
4:00 - 5:00 pm pm : Group Dinner
5:30 pm : Arrive for Pre-session Opening Session 1B 1B 6:45- (Bankers Life Fieldhouse)
8:30 p.m. : Concert in Official Dress (Lucas Oil Stadium)

Thursdav.
7 :45 am : Breakfast
8:15 am : Leave Hotel
8:45 am: Arrive at Convention Center 9 am - 10 am Finals Hall : Extemporaneous Public Speaking 10 am-11 am Convention Expo and Shopping Center 11- 12 am Finals Hall : Prepared Public Speaking
1:15 pm : Check in for Courtesy Corps Indiana Convention Center Room 117.

2- 5 pm : Courtesy Corps Student Workshops
5:00 pm-6:15 pm Dinner
5:15 National Talent Competition Round 2
6:30 pm : Pre-show lineup
7:30 om : 3rd 2:eneral session

Friday,
7:00 am: Breakfast 7:45 am: Depart for Convention Center 8:45 am - 3:00 om: Career show and AG Science Fair
Student Workshops 9:00 am - 10:00 am: Workshop 10:00am - 11:00am : Workshop 10:30 am-11:30 am : Workshop 11:30am- 12:30pm: Workshop 1:30pm- 2:30pm:Workshop 2:00pm-3:00 pm: Workshop 3:00pm-4 :00om: Workshop
Finals Hall 8:30 am : Marketing Plan 11:00 am: Creed 2:30 om : Parli Pro
General Sessions 8:00 am : 4th General Session 12:00 pm : 5th General Session
Return to Hotel 3:30 Dress for Rodeo Arrive at Fairgrounds: 5:00 6:30 pm - 8:30 pm: World's Tou2:hest Rodeo Indiana State Fairgrounds

Saturday
7:30 am: Breakfast 8:00 am : Depart hotel (all luggage packed) 9:00 am: Arrive at Eighth General Session (American Degree) Lucas Oil Stadium 1:00 pm: Ninth General Session 3:45 pm: Depart Convention Center after final session 4:30 pm : Arrive at Indianapolis Airport Southwest Airlines: 6:05 pm - 7:40 pm : Flight 3848 to Baltimore 9:40 pm - 10:50 pm: Flight 2992 to Bradley International Airport Arrive home!