

STUDENT ACTIVITIES:
TRAVEL

EXTRA-CURRICULAR
STUDENT TRAVEL APPROVAL FORM

Student travel must be approved based on the direct benefits for the students. The trip must have approval of Superintendent or designee before any travel arrangements and reservations are made or students and parents become involved with any facet of the trip. Out-of-state travel must have Board approval.

Name of Group: Debate Campus: Odessa High School

Date of trip: 2/13-16 Grade levels involved: 10-12 Number of students: 6

Number of instructional days: 2 Location: Harvard University Cambridge, MA

(Please attach an itinerary) Will not now actual itinerary till June

Funding source: District Budget Campus Budget Department Budget Activity fund Personal

Instructional days out of the classroom: The sponsors/coaches/directors have checked the accrued number of days for each participant? Yes No

Trip function: Cocurricular Extracurricular Non-athletic Competition

Trip profile: In-state Out-of-state Overseas Tour Field trip Invitational
 Annual Biennial Post-district Competition associated with a tour or attraction

Transportation mode: School bus School suburban Charter bus plane

How does the trip relate to and benefit the Campus Improvement Plan, District Improvement Plan and/or the TEKS?

- Gives students a look at college life
- Helps push forward the ideas of English and History
- Helps students utilize ideas taught to them through different disciplines
- Helps the student realize there is a reason why we study what we study

Does the trip require fund-raisers? Yes No

Are deadlines established to guide the sponsors/directors if the trip has to be canceled due to lack of funding?
 Yes No

How many sponsors will accompany the students? 2

What is the ratio of sponsors to students? Sponsors 1 /Students 3 (gender appropriate)

Student orientation - Location:
Parent orientation - Location:
Sponsor orientation - Location:

Sponsor criminal background check – All ECISD Band Directors

Will any kind of insurance be required? Yes No

Will room and baggage searches be required? Yes No

Medical and travel releases will be required

Coach/Sponsor: [Signature] 3-17-14
(Signature) (Date)

Principal approval: [Signature] 3/19/14
(Signature) (Date)
Field Trips/Excursions
IN Competition

(District Sanctioned Competition)
(K-8 Field Trips/Excursions)

Superintendent or designee Approval: [Signature] 4/3/14
(Signature) (Date)
(Out-of-state)

Board approval: _____
(Signature) (Date)