

INDEPENDENT SCHOOL DISTRICT NO. 194 Proposal for Extended Field Trip

Do not communicate with students and parents until the trip has been fully approved by the board.

A Proposal for Extended Field Trip form must be completed for any proposed student trip defined as an Extended Field Trip, either instructional or supplemental, as described in [School Board Policy 610](#), Extended Trips and Excursions. This request form must be completed and submitted **for approval at a School Board meeting held** a minimum of 30 days prior to the planned trip.

GENERAL INFORMATION

Board meeting date: 8/11/2026

Name of Building: LNHS

Date of Application: 7/31/2026 11:02:40

Teacher/Advisor: Maddie Cook **Group/Course:** Debate

Total Adult Supervisors: 1 **Number of Students:** 4

Destination: Domestic Grapevine, TX (Dallas)

Has this trip been taken before? Yes

Educational Goal, Objective or Purpose of the Trip: National Circuit Debate Tournament

Departure Date: 9/10/2026

Return Date: 9/13/2026

School Days Missed: 1

Itinerary Summary: National Circuit Debate Tournament

Will the field trip include a unique/out of the ordinary activity, such as canoeing, paintball, ropes course?

No

BUDGET INFORMATION

	COST FROM:	TOTAL COST
Transportation	Student/Family	\$1,500
Meals	Student/Family	\$500
Lodging	Student/Family	\$1,500
Insurance	Activity/Club	Activity/Club
Registration	Student/Family	\$200
Substitute Teacher	NA	N/A
Other	NA	N/A

TOTAL COST OF TRIP:		\$3,700
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Total Cost to District: \$0.00

SUPERVISOR NAMES

Activities Director: Aaron.Soule@isd194.org

Principal: Kim.Budde@isd194.org

Submitted by: cook0194@isd194.org

Date: 7/31/2026 11:02:40

DECISION PROCESS

Steps for Supervisors: must be completed by the Supervisors the Thursday prior to the School Board meeting.

1. Type your name next to your title
2. Enter the today's date
3. Click on the box next to your decision twice, right-click and select the checked box

Activities Director: Aaron.Soule@isd194.org

Date: 8/3/26

- ☒ Approved - confirmed the total cost to District is \$0.00
☐ Disapproved

Principal: Kim.Budde@isd194.org

Date: 8/3/26

- ☒ Approved - confirmed the Total Cost to District is \$0.00
☐ Disapproved
-

Completed forms will be sent to the School Board for final approval. See the [BoardBook](#) for official meeting minutes.