



WAUNAKEE

COMMUNITY HIGH SCHOOL

301 Community Drive
Waunakee, Wisconsin 53597
(608) 849-2100

October 7, 2026

TO: Dr. Monica Kelsey-Brown
Board of Education Members

FROM: Deanne Lensert

RE: National FFA Leadership Conference
October 21-24, 2026

The Waunakee High School FFA Advisors, Mrs. Rhonda Knapp, Mrs. Gina Trower along with Middle School FFA Advisor Abbey Meffert are requesting permission to plan a trip to the National FFA Leadership Conference that takes place in Indianapolis, IN on October 21-24, 2026. This trip would require your approval as it does require out of state, overnight accommodations.

The Waunakee FFA students that have participated in previous conferences have represented themselves, Waunakee Community High School, and the Waunakee School District in a positive manner. Therefore, I support the request of Mrs. Knapp, Mrs. Trower, and Mrs. Meffert and respectfully ask that you do as well.

Thank you for your continued support of the agriculture students and staff.

Feel free to contact me or one of the FFA advisors, if you have any questions.

TO: Mrs. Deanne Lensert
Dr. Brown
Board of Education Members

FROM: Rhonda Knapp, Gina Trower & Abbey Meffert - FFA Advisors

DATE: 10/7/2026

RE: Board Approval for Proposed Overnight/Out-of-State Trips

FFA Advisors, Mrs. Rhonda Knapp, Mrs. Abbey Meffert, and Mrs. Gina Trower are requesting permission for Out-of-State trip for FFA members in Grades 10-12 to attend the National FFA Convention Oct. 21-24, 2026 [Tentative Schedule Nat'l Convention](#) - this is last year's schedule, but this year will be similar, but with different tours.

Please feel free to contact an FFA advisor with any questions about the request.

Out of State, Overnight Trip:

[National FFA Convention](#) (Grades: 10 - 12)

Date(s): October 21-24, 2026

Location: Indianapolis, IN - Convention Center

Transportation: Coach Bus - Shared with 4 other district FFA chapters

Hotel/Lodging: SpringHill Suites by Marriott Indianapolis Westfield, 19317 Westmore Lane,
Westfield, IN 46074

Virtual Option: Yes - session videos of the convention will be available online.

WAUNAKEE AGRICULTURE DEPARTMENT

Overnight/Out-of-State Travel Request

- Overnight stays within Wisconsin must be approved by the Principal & District Administrator.
- Out-of-State events must be approved by the District Administrator and the School Board.

CTSO: Waunakee FFA Chapter

Requestor: Mrs. Rhonda Knapp, Mrs. Abbey Meffert, & Mrs. Gina Trower

Date of Event: October 21-24, 2026

Location of Event: Indianapolis, IN

***Event Registration Cost:** \$100.00

***Lodging Cost:** \$240.00

***Travel Costs:** \$100.00

***Meal Costs:** \$150.00

**All costs are approximations from previous years, on a per-student basis - prices subject to change based on current rates*

Rationale for Request

**In your rationale be sure to include who will be paying for the cost of travel, lodging, meals, etc...*

Students are able to engage with other FFA chapters from around the Nation, to celebrate the FFA Organization's accomplishments for the year. Attending students have qualified for this trip through volunteering at chapter events, competing or attending State FFA events and attending leadership workshops held by chapters/organizations. Students have been able to see what we do at a WI State FFA level and express interest in learning more about what other FFA Chapters do from other states.

While at the National Convention, students are able to discover different career & college options, investigate different pathways from outside the state of Wisconsin and create connections with agribusiness through tours and presentations. If students qualify, they are able to compete in different categories of skill, advancing from local and state competitions. Other members are able to recognize student and chapter accomplishments in sessions and at the convention hall events.

The Waunakee FFA chapter covers 30% of the cost of the convention trip, with the Waunakee FFA Alumni covering the other 40% of the trip cost upon return. The member is responsible for about 30% of the cost.

Principal Approval: _____ **Date:** _____

District Administrator Approval: _____ **Date:** _____

School Board Approval: _____ **Date:** _____