



Board Agenda Item Request: Student Overnight Travel Form

Please email completed form to Superintendent

1. Group or organization making the travel request:

Lakeland Student Media

2. Date of travel: 11/19-11/21

3. Purpose of the trip/event being attended:

The Journalism Education Association conference in Orlando provides students opportunities to learn from professionals in the field. Topics discussed include photography, videography, journalism, yearbook, design, and more.

4. Number of students attending: 6

5. Is this a coed event? Yes ☒ No ☐

6. Is overnight stay required? Yes ☒ No ☐

If so, what are the arrangements? Orlando World Marriot in Orlando, Florida. Arrive on Thursday,
leave on Saturday evening and leave on Saturday evening

7. What is the cost for the event and how are the expenses being covered? The costs are \$655 per student. That includes
airfare, transportation to and from the hotel, and hotel. Students will be responsible for other expenses

If this is a coed event, you must have at least one female and one male chaperone attend.

8. How many chaperones are going? 2

9. Please list chaperone names : Crysta Williams, Mike Dunn

10. Which form of transportation is requested?

School Bus ☐ Activity Van ☐ Charter ☐ Air Travel ☐ Parent Transport ☒

Other: _____

11. Principal Signature: _____