

Lafayette School Corporation



Overnight/Out-of-State Field Trip Request Form

For Board Meeting On:

Requested Action: That the Board of Trustees approve the trip as follows.

Trip Objective: Robotics Competition

School:	Jefferson High School	Name: Jill Rubacha
Grade/Department:	Engineering Technology	
Destination:	Mishawaka, IN	<input type="checkbox"/> Trip itinerary attached

Educational Purpose:	Robotics Competition
Number of Students:	~14
Number of Adults:	2
Meeting Date w/ Chaperones:	Date: <input type="checkbox"/> Parents have received district requirements for chaperones.
Names of certificated staff accompanying students:	<i>Jill Rubacha Brian Bettag</i>

Dates of the field trip:	Date leaving:	Time Leaving:	Date Returning:	Time returning:
	2/28/25	1:30 pm	3/2/25	9:00pm
Method of Transportation:	District:	Contracted:	Private:	Other:
	Activity Bus			

Accommodation	
Name of Hotel(s):	La Quinta Inn & Suites by Wyndham Elkhart
Check-in:	Date: 2/28/25 Time: 5:00 pm
Check-out:	Date: 3/2/25 Time: 8:00 am
Form of Payment:	Check
Who is paying	FIRST Robotics ECA Account

Supervision	
No. of students per room:	4
No. of beds available per room:	2
Chaperone lodging: (including payment)	2
No. of Chaperones per vehicle and room:	2

Meals			
No. of Meals:	Breakfast: 2	Lunch: 2	Dinner: 3
Meals paid for by:	FIRST Robotics ECA Account		
Cost and funding source of Trip to Student/Parent:	0		
Cost and funding source to Corporation:	0		

Principal Signature: *[Signature]*

Date: 12/9/24

Superintendent Signature: _____

Date: _____

Broncho Robotics
FRC 1646: Precision Guessworks

Mishawaka District Event Trip

Venue Location: 56100 N Bittersweet Road, Mishawaka, IN

Accommodations: La Quinta Inn & Suites by Wyndham Elkhart, 330 Northpointe Blvd., Elkhart, Indiana 46514

Friday, February 28th

- Friday morning - Bring personal luggage to 1D5A
- 1:45 pm - Depart JHS on Activity Bus
- 4:00 pm - Dinner in Elkhart area
- 5:00 pm - Arrive at event venue, Pits Open
- 9:00 pm - Depart venue
- 9:30 pm - Arrive at Hotel
- 10:30 pm - Room check/Lights out

Saturday, March 1st

- 6:30 am - Wake up, eat breakfast at hotel
- 7:30 am - Depart hotel for event venue
- 8:00 am - Arrive event venue
- 8:00 pm - Pits Close, depart for hotel
- 10:00 pm - Room check/Lights out

Sunday, March 2nd

- 6:30 am - Wake up, eat breakfast at hotel
- 7:30 am - Depart hotel for event venue (check-out of hotel)
- 8:00 am - Arrive at event venue
- ~6:00 pm - Depart event venue
 - o Stop for meal along the way
- ~9:00pm - Arrive JHS
 - o Must put away team equipment before leaving!

General Information

- Please wear your new Red Broncho Robotics shirts to school on Friday. Make sure to also be wearing (or bring with you) closed-toed shoes.
- Bring your luggage with you to school on Friday! You can leave it in 1D5A during the day until we depart.
- Come down to 1D5A immediately following 3rd hour/4th lunch. Do not go to your 4th period class.
- You may consider bring a few dollars for any extra food/concessions you wish to buy. There may also be an opportunity to purchase event shirts (likely ~\$20).

Food

- Students should each lunch at school on Friday
- Dinner will be provided all days
- Breakfast will be available at the hotel Saturday and Sunday morning
- Water bottles will be available at all times
- If you want additional snacks, you need to provide your own

Suggested Packing List

- Clothes for each day
 - o Team shirts
 - Bring the grey PG shirt to wear Saturday
 - Bring the 2025 team shirt to wear on Sunday
 - o Non-ripped pants
 - Please no sweatpants, pajamas, etc at the events. We want a professional appearance.
 - If you elect to wear shorts, khaki-colored shorts only (ie. cargo shorts)
 - o Closed toed shoes
 - o Something to sleep in
- Toiletries (deodorant, soap, shampoo, toothpaste, etc.)
- Personal electronics & accessories
 - o Bring charging cables, headphones, etc.
 - o Do not bring any console type device that is not designed to be portable.
 - o Any personal electronic device is something you bring at your own risk. The team is not responsible for its safekeeping.