

**Buffalo-Hanover-Montrose Public Schools**  
**Optional Field Trip/Overnight or Out-of-State Trip Form**

School BHS Group Making Request Buffalo PPA  
Principal Mark Mischke Person in Charge Guy Wirkus / Jacob  
with

1. Destination: National PPA Convention - Indianapolis

2. Dates of Trip: Oct 31 - Nov. 3, 2023 Number of School Days Missed: 4 IN

3. Number of Students: Male 2 Female 3

4. Grade Levels Included: 10-12

5. Supervision requirements: one adult for every 12 students. Same gender chaperone must be included for each gender participating.

a. Staff Accompanying: Donna Soda, Jacob Wirkus,  
Guy Wirkus

b. Other Adults Accompanying: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Describe the purpose and objectives of the trip:

Buffalo PPA members will be competing against  
other PPA chapters throughout the country and  
will be attending the largest student career  
show in the country along with meeting representatives  
from colleges and universities.

8. Cost Factors:

a. Trip funded by:

- 1. School Account
- 2. Individual student

b. Cost per person Buffalo PPA Alumni will be sponsoring this

c. What provision has been made for students with financial difficulties? Fund raising  
activities conducted? trip.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

d. What efforts have been made to acquire the most cost effective price?

\_\_\_\_\_  
\_\_\_\_\_

1. Faculty members may not receive any salary remuneration relating to field trips from outside agencies or arrange trips for financial gain. Is a portion of the funds provided by students paying for or reducing chaperone costs? YES **NO**

2. Insurance Issues

a. Will students need additional medical insurance coverage? YES **NO**

b. Is group tour insurance being purchase? If so, what is the coverage and cost?

\_\_\_\_\_

9. Transportation Information: How will students be transported?

a. Bus \_\_\_\_\_ Name of Company \_\_\_\_\_

b. Plane \_\_\_\_\_ Name of Airline \_\_\_\_\_

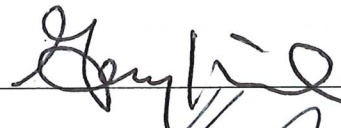
c. School District van/s **1** \_\_\_\_\_

d. School District not responsible for transportation \_\_\_\_\_

e. Other – explain \_\_\_\_\_

10. Communication - Please attach a copy of the trip itinerary. Include parental and student input in the planning process and all parent meetings conducted to ensure full disclosure of the trip and associated topics to include but not limited to: purpose of the trip, cost (to include spending money), fund raising, adult chaperones, emergency telephone numbers, medical insurance needs, procedure for sending a student home in case of an emergency (medical, disciplinary, etc.) and itinerary.

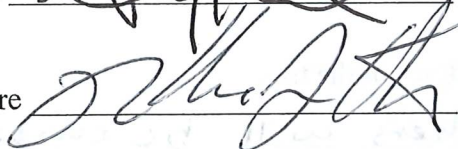
Person in Charge Signature



Date

6-13-2027

Activities Director Signature



Date

6/13/25

Superintendent Signature

Date

\_\_\_\_\_

## 2023 National FFA Convention Schedule-Buffalo FFA

	Tuesday 10/31	Wednesday 11/1	Thursday 11/2	Friday 11/3
7:00 am	Leave BHS at 9 am with a school van.	Arrive at Indy Convention Center at 1 pm to register students to attend various career workshops Preliminary I Speaker Prepared Orientation 7:30 am	TBD - Breakfast TBD - Leave Hotel for Convention (OD - all day)	TBD - Breakfast
8:00 am		Preliminary I Prepared Presentations 8 am - 10 am	8-5 Convention Expo - Be in OD - Agriscience Fair Open House 8-5 - Leadership and Career Development Workshops (8:30-5)	8 am Final Placings – Fourth General Session  Indianapolis museum tour(TBD)  - Leadership and Career Development Workshops 8-noon  Leave at noon for home. Arrive back on Friday night 11:30 pm.
9:00 am			9 am Awards Program - FFA Food Court/Shopping Mall 1-3 pm Career Fair	
10:00 am			2 pm Second General Session	
11:00 am			3 pm Final Presentations	
12:00 am		FFA Career Expo opens at 12:30 College Reps and Ag companies to visit.	5 pm FFA Talent Review 6:00 FFA Food Court closes	
1:00 pm			7:00 FFA Mall closes 7:30 3 <sup>rd</sup> General Session - Return to hotel after session finishes	
2:00 pm		Semi-Finals Prepared Presentations 3:00 - 4:30		
3:00 pm			6:45 Opening Session 1B	
4:00 pm			9 pm Arrive back at Holiday Inn hotel, IN	
5:00 pm				
6:00 pm				
7:00 pm	-Arrive at Holiday Inn Carmel, IN 9 pm			
8:00 pm				
9:00 pm				

Cell phones: Mr. Wirkus 715-650-1906