

BOARD MEMO – ACTION ITEM

To: Board of Education

From: Cody Martzluf, Superintendent

Date: Tuesday, August 18, 2026

RE: FFA Overnight Trip



**PUTNAM COUNTY COMMUNITY UNIT
SCHOOL DISTRICT #535**

*Providing Foundations Together,
Cultivating Individual Growth*

Recommendation: Approval of overnight FFA trip to the national convention

Background:

- The FFA would like to take 12 students to the FFA national convention held in Indianapolis, Indiana October 20th through October 22nd.
- The board has approved the FFA to go to the national convention in the past.
- Please see the attached formal Letter from Mrs. Harris the FFA advisor

August 12, 2026

Mr. Martzluf,

This letter is a formal request to take a group of 12 students to National FFA Convention and Expo from October 20th to October 22nd. For this trip, we will be traveling to Indianapolis, Indiana to attend the 99th annual National FFA Convention. On October 20th we would accept your permission to take one minibus to Indianapolis and return on October 22nd. While on this trip our selected FFA members will engage in workshops, competitions, and networking with other FFA members and professionals. Our FFA chapter has attended this Convention and Expo for over many years.

Thank you for considering allowing the Putnam County FFA to travel to National FFA Convention and Expo. If you have any questions please email: harrisk@pcschoools535.org
johnsona@pcschoools535.org

Sincerely,

A handwritten signature in black ink, appearing to read "Kayla Harris". The signature is fluid and cursive, with the first name "Kayla" being more prominent than the last name "Harris".

Kayla Harris