

**Field Trip / Overnight Athletic Team Trip
Pre-Approval Form**



PLEASE REVIEW FIELD TRIP PROCEDURES/REQUIREMENTS ON BACK OF FORM PRIOR TO SUBMITTING FOR APPROVAL.

Teacher/Coach/Advisor: Katzmeyer Cell Phone #: (727) 776-1492
In conjunction with (team/class/organization): The Stillwater Concert Wind Symphony and Concert Orchestra
Educational/Trip Purpose: Perform in the World Strides Heritage Music Festival
☒ Itinerary details must be attached

Destination: Sand Diego, CA

Destination Address/Phone: _____ (Address, City, State) _____ (Phone number)

Departure from school Date: 3/25/26 Return to school Date: 3/29/26

Depart from school Time: 3:15 PM Arrival to destination Time: 10 PM

Departure from destination Time: N/A Return to school Time: N/A

Number of: Students/Team Members: (Attach List) See Attached
Directors/Coaches: 2 Names: Ryan Jensen & Travis Katzmeyer
Chaperones*: 10 Names: TBD with Background check

* All chaperones must have a completed and approved criminal background check.

Mode of Travel (see back for more info): Plane (TBD)

Lodging Information (if overnight): TBD (Hotel Name, Address, City, State) _____ (Phone number)

☒ Safety/Security Plans Reviewed Ryan and I read through them online (Date and manner in which information provided) 9/2/25

☒ Discipline & Chemical Policy & Rules Reviewed 11 (Date and manner in which information provided)

Estimated Cost \$
Transportation \$ 800
Housing \$ 488
Fees \$ 700
Supplies \$ _____
(other) _____

Total Cost \$ 1988/student
Student Cost \$ _____ District Cost \$ 0
Funding Source (i.e. grant, prof. dev., etc.): Fundraising \$

Teacher/Coach Signature: [Signature] (Date) 9/2/25 online

Department Chair/Athletic Director Approval: _____

Building Administration Approval: [Signature] (Date) 9/3/25

FOR OVERNIGHT FIELD TRIPS AND ATHLETIC TEAM TRIPS ONLY

District Administrative Approval: [Signature] (Date) 9/3/25