

OUT OF STATE

Extended School-Sponsored Trips for Students – IICAB-AR (cont' d)

APPENDIX A

EXTENDED FIELD TRIP REQUEST FORM

Date 8-27-25
Name of Group Requesting Molalla FFA
Staff Member Responsible Mackenzie Behrle & Danell Blair
Activity Involved National FFA Convention
Date of Departure 10/25/25 Date of event _____ Date of Return 11/2/25

Proposed activities which require students to be away from home overnight should be restricted to special circumstance. Such requests require advance approval of the school administration, superintendent and Board and will be reviewed in accordance with procedures outlined in policy IICAB-AR.

Please provide in detail, answers to the following questions Attach your answers and a copy of the trip itinerary to this form.

1. Has a formal invitation to participate been extended? What is the basis of the invitation or opportunity to participate in the activity?
2. What are the anticipated additional educational benefits to be derived from participation?
3. What is the estimated total cost of the proposed activity? (Attach a proposed budget.)
4. How will funding be accomplished? How much of the total cost will be borne by participants? How many fund-raising activities are planned?
5. List the ways which have been considered to raise funds to support the trip.
6. Does the proposed activity involve loss of school time? Will expense for substitute teachers be involved? Is the activity planned during a period of time usually reserved for family activities?
7. What are the proposed arrangements for travel?
8. What are the proposed arrangements for lodging?
9. What are the proposed arrangements for supervision?
10. How recently has this student organization participated in a similar activity?
11. How are parents going to be informed of trip expectations and itinerary?
12. Has the district's liability been examined by the business manager?

Approved ☒ Deny _____

[Signature]
Building Principal Signature

9/3/25
Date

Approved ☒ Deny _____

[Signature]
Superintendent Signature

9/3/25
Date

Approved _____ Deny _____

Board Chair Signature

Date

National FFA Convention Trip Request

1. Has a formal invitation to participate been extended? What is the basis of the invitation or opportunity to participate in the activity?
National Convention participation is dependent on if a student qualifies to compete in a National Career Development Event or is an active member of the FFA chapter that has been asked or expressed interest in attending. Tentatively a total of 9 Molalla FFA members will be attending the National FFA Convention this year in Indianapolis, Indiana to compete on a national qualifying teams, participate in the convention and/or receive their American FFA Degrees. Our students will be traveling and attending this convention from October 25th-November 2nd, 2025
2. What are the anticipated additional educational benefits to be derived from participation?
The experience students' gain from attending the National FFA Convention is almost indescribable. Students will be exposed to new cultures and life experiences that few will match. Participating on a national level exposes students to unique career development opportunities where they can implement knowledge that they have learned in the classroom on a grand scale. Judges on the national level include leaders in industry that will give students a fresh perspective on a variety of opportunities within that career field. Other activities that will occur at National Convention include educational tours of historical and agricultural sites, dynamic leadership workshops, hearing motivational speakers, and attending a very large college and career fair. Due to participation at the National FFA Convention and career fair, we have several students attending 4 year colleges across our nation, many on full ride scholarships.
3. What is the estimated total cost of the proposed activity? (Attach a proposed budget.)
The estimated cost for attending National Convention is estimated \$2,000.00 per student.

Plane Ticket	\$560.00
Hotel	\$500.00
Car Rental/Fuel	\$500.00
Registration	\$ 50.00
Food	\$200.00
Souvenirs	\$ 50.00
4. How will funding be accomplished? How much of the total cost will be borne by participants? How many fund-raising activities are planned?
Students participate in fundraising events such as the Buckaroo, State Fair work crew where they work and earn money, as well as several fundraisers held over the summer and in the fall. If students do not chose to participate in fundraising activities or if their participation in fundraising activities do not cover their total expenses students will be solely responsible to cover the remaining costs.

11. How are parents going to be informed of trip expectations and itinerary?
Parents and students will be given a trip itinerary and list of expectations prior to attending the event at a scheduled meeting. Parents also sign a permission slip that states that their FFA member is held accountable to school rules and may be transported by the FFA advisor and district approved chaperones.
12. Has the district's liability been examined by the business manager?
National FFA Convention is an annual event for the Molalla FFA Chapter, a copy of this application has been sent to the business manager for review.

