

STUDENT ACTIVITIES:  
TRAVEL

FMG  
(EXHIBIT 21)

EXTRA-CURRICULAR  
STUDENT TRAVEL APPROVAL FORM

Student travel must be approved based on the direct benefits for the students. The trip must have approval of Superintendent or designee before any travel arrangements and reservations are made or students and parents become involved with any facet of the trip. Out-of-state travel must have Board approval.

Name of Group: Harp Campus: OHS

Date of trip: April 21-26 Grade levels involved: 10-12 Number of students: 9  
Number of instructional days: 3 Location: Tucson, Arizona  
(Please attach an itinerary)

Funding source: ☐ District Budget ☐ Campus Budget ☐ Department Budget ☒ Activity fund ☐ Personal

Instructional days out of the classroom: The sponsors/coaches/directors have checked the accrued number of days for each participant? ☒ Yes ☐ No X Booster Club

Trip function: ☐ Cocurricular ☒ Extracurricular ☐ Non-athletic Competition

Trip profile: ☐ In-state ☒ Out-of-state ☐ Overseas ☐ Tour ☒ Field trip ☒ Invitational  
☒ Annual ☐ Biennial ☐ Post-district ☐ Competition associated with a tour or attraction

Transportation mode: ☐ School bus ☒ School suburban ☐ Charter bus ☐ plane

How does the trip relate to and benefit the Campus Improvement Plan, District Improvement Plan and/or the TEKS?

Does the trip require fund-raisers? ☒ Yes ☐ No

Are deadlines established to guide the sponsors/directors if the trip has to be canceled due to lack of funding?  
☒ Yes ☐ No

How many sponsors will accompany the students? 2  
What is the ratio of sponsors to students? Sponsors 2 /Students 9 (gender appropriate)

Student orientation - Date: April 12 Time: 5-6 PM Location: OHS harp room 521  
Parent orientation - Date: April 12 Time: 5-6 PM Location: OHS harp room 521  
Sponsor orientation - Date: April 12 Time: 5-6 PM Location: OHS harp room 521  
Sponsor criminal background check - Date: September 2008  
Will any kind of insurance be required? ☐ Yes ☒ No  
Will room and baggage searches be required? ☐ Yes ☒ No

Medical and travel releases will be required.

Coach/Sponsor: Meg Matheny (Signature) 12/1/08 (Date)

Principal approval: Ron Leach (Signature) 12-1-8 (Date)  
Field Trips/Excursions  
UIL Competition

Superintendent or designee Approval: Shirley Talley (Signature) 12/9/08 (Date)  
(District Sanctioned Competition)  
(K-8 Field Trips/Excursions)

Board approval: \_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)  
(Out-of-state)

**Odessa High School**  
**Annual Field Trip 2009- Tucson, Arizona**

**April 21-26**

**April 21<sup>st</sup>**

- 4 PM: leave from OHS to drive to Tucson (9 hours)
- 1 AM local time: Arrive in Tucson, check in to hotel (Marriot near campus)

**April 22<sup>nd</sup>**

- 9:30 AM: Breakfast at the hotel
- 10 AM: Meeting, Tour of the U of A campus
- 12 PM: lunch on campus with the U of A harp department
- 2-4 PM: Masterclass, Holsclaw Hall on campus
- 4-6 PM: Private lessons with Dr. Carrol McLaughlin
- 6-7:30 PM: dinner off campus
- 7:30-9 PM: rehearsal on campus

**April 23<sup>rd</sup>**

- 9 AM: Breakfast at the hotel
- 9:30-11:30 AM: Private lessons with Dr. Carrol McLaughlin
- 12-1:30 PM: Lunch
- 2-3 PM: Rehearsal
- 3-6 PM: Relax, Eat, Change clothes for performance
- 6-7 PM: Move harps to Holsclaw Hall to tune
- 7:30-8:30 Performance

**April 24<sup>th</sup>**

- 9:30 AM: Breakfast at the hotel
- 10 AM- 1 PM: Tour Saguaro National Park
- 1-2 PM: lunch
- 2-4 PM: Visit the U of A harp ensemble rehearsal
- 4-6 PM: Private Lessons with Dr. Carrol McLaughlin
- 6 PM: Dinner at Zach's Pizza near campus

**April 25<sup>th</sup>**

- 8 AM: Breakfast at the hotel
- 8:30 AM: Load up and drive to Phoenix
- 11 AM: Arrive in Phoenix, eat lunch