

Harleton
Independent School District

Jay Ratcliff
Superintendent

**HARLETON ISD
FIELD TRIP REQUEST FORM**

Employee Requesting: Gwen Wright

Class or Organization Attending: State Science Fair Qualifiers

Location of Trip: College Station

Purpose of the Trip: Texas Science & Engineering Fair

Date Leaving: 3/28/25

Time Leaving: 7:30 a.m.

Date Returning: 3/30/25

Time Returning: 7:00 p.m.

Approximate Number of Students Attending: 10

Number of Chaperones/Teachers: 3

Number of Buses: N/A

Chaperone/Teacher Names: Gwen Wright

Bus Drivers: _____

Rochelle Jones, Kydia Echols

2 Vans

Estimated Cost per Student \$ 108.00

Student or School Funded School

If School Funded, Account Code: _____

Purchase Order Entered: _____

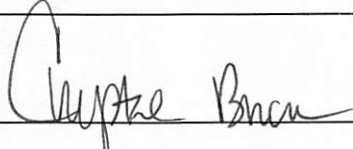
Transportation Request Emailed: Yes

Purchase Order Amount: _____

Deposit Required: \$ _____ Credit Card or Check: _____

Paid: _____ Bal. Due: _____

Additional Information: State Science Fair Qualifiers will complete at the Texas Science & Engineering Fair located in College Station. On Friday 3/28 qualifiers will attend "A Night at the Zach" showcasing Texas A&M STEM opportunities for students to participate in hands-on STEM activities and explore the Zachary Complex. Qualifiers will compete on Sat. 3/29 and attend the awards ceremony in the evening.

Principal's Signature:  Date: 1/24/25

Superintendent's Signature: _____ Date: _____

OVERNIGHT OR OUT OF STATE TRIPS MUST HAVE BOARD APPROVAL

Board Approval: Yes _____ No _____ Date: _____