No. 6.240-E2 Section: Instruction

Exhibit - Overnight Trip Request Form

This form is to be submitted to the Board of Education for prior approval of all trips by students that involve overnight stays, out-of-state destinations, and/or a distance of 200 or more miles from school.

School(s): Normal Community
Student(s)/Grade(s)/Group(s) Participating NCHS HOSA 9~12
Dates of Trip (inclusive): 3/17/25 - 3/19/25 No. of School Days Missed: 2.5
Destination(s): BOS Center/ Abraham Lincoln Hotel Springfield, IL.
Reason for Trip: HOSA Spring Leadership Conference
☐ Educational ★Club ☐ Athletic ☐ Contests ☐ Special Education ☐ Team ☐ Other
Name(s) of Supervisor(s): Joel Swanson, Katie Pufahl
Mode of Transportation: Bus Provided by: Unit 5
Participant Costs: \$ 2000 Paid by: Students
District Cost: Cost of Transport
Other Pertinent Information: We'll be attending a conference where
students will be presenting multiple different projects.
Our goal is to advance as many students to the
HusA International Conference as possible.
Signature of Principal:
Date: 3/11/23
Board of Education Approval ☐ Yes ☐ No
Date:
Adopted: April 24, 2013 Reviewed: Amended: Page 1 of 1