

STUDENT ACTIVITIES:  
TRAVEL

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: Permian HS JROTC Campus: Permian

Date of trip: June 10-14, 2013 Grade levels involved: 9-11 Number of students: 8  
Number of instructional days: 0 Location: Cloudcroft, NM  
(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 x No

Trip function: \_\_\_ Cocurricular x Extracurricular \_\_\_ Non-athletic Competition

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

Transportation mode: \_\_\_ School bus x School suburban \_\_\_ Charter bus \_\_\_ plane

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

Trains cadets for Leadership roles

Does the trip require fund-raisers? \_\_\_ Yes x 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? 1  
What is the ratio of sponsors to students? Sponsors 1 /Students 8 (gender appropriate)

Student orientation - Date: 3 June 2013 Time: 1800 Location: PHS JROTC  
Parent orientation - Date: 3 June 2013 Time: 1800 Location: PHS JROTC  
Sponsor orientation - Date: 3 June 2013 Time: 1800 Location: PHS JROTC

Sponsor criminal background check - Date: 3 June 2013

Will any kind of insurance be required? \_\_\_ Yes x No  
Will room and baggage searches be required? \_\_\_ Yes x No

Medical and travel releases will be required x

Coach/Sponsor: \_\_\_\_\_ (Signature) \_\_\_\_\_ 30 April 2013 (Date)

Principal approval: \_\_\_\_\_ (Signature) \_\_\_\_\_ 4/30/13 (Date)  
Field Trips/Excursions  
UIL Competition

Superintendent or designee Approval: \_\_\_\_\_ (Signature) \_\_\_\_\_ 5/3/2013 (Date)  
(District Sanctioned Competition)  
(K-8 Field Trips/Excursions)

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

# JROTC CADET LEADERSHIP CHALLENGE (JCLC) Camp Aspendale

## OP ORDER 03/04/2013-1 (IAW CG Guidance)

**Purpose:** To prescribe the policies and procedures for the organization, administration, and operation of the Junior Reserve Officer Training Corps (JROTC) Cadet Leadership Challenge (JCLC) IAW CCR 145-2 Chp 10.

**Command Philosophy:** JCLC is intended and designed to teach, instill and enhance citizenship, leadership, team building and community living. The training must be safe, meaningful, exciting and fun. Cadets should leave JCLC feeling good about themselves, their successes and their accomplishments.

**Weather:** High 75' F Lows 31' F, Normal temps daily 72'F Mid day 43'F Overnight

### 1. **Situation:** Conduct JCLC at Camp Aspendale 2013.

- a. Enemy Forces: None
- b. Friendly Forces: Las Cruces, Mountain View, Odessa, Permian, Clint, Deming, Cleveland, NMMI and Horizon High School JROTC Departments, and 5<sup>th</sup> Bde personnel.
- c. Attachments/Detachments: Camp Staff, Army Recruiters, High School Nurse and Chaperones.

### 2. **Mission:**

**Who:** 5<sup>th</sup> Bde Army JROTC Programs

**What:** Conduct JROTC Cadet Leadership Challenge (JCLC)

**When:** 1400hrs 10 June to 1100hrs 14 June 2013

**Why:** In Accordance With CCR 145-2, to provide Army JROTC cadets with an environment that allows them to apply and practice; citizenship skills, leadership, team building, and physically challenge themselves.

**Where:** Aspendale Mountain Encampment, Cloudcroft, NM 88317 (575) 682-2605

### 3. **Execution:**

- a. Concept of operation: IAW CCR 145-2 Chapter 10, 5<sup>th</sup> Bde JCLC SOP, Training Schedule
  1. Safe and Orderly
  2. Cadet allocations: IAW CCR145-2 Chap, 9-2 and Camp Commander
  3. Fees: \$30.00 per cadet, to include two camp t-shirts.
  4. Capacity: IAW the CG guidance; 10% of LETT I, 10% of LETT II from opening enrollment.
  5. JCLC organization: Command Group, Aco, Bco, Cco, Pentathlon, Land Navigation, Survival.
  6. Early departures: No Cadre or Cadet will leave the JCLC camp without the JCLC commander's knowledge and approval.
- b. Coordinating Instructions:
  1. Camp Commander: All duty assignments, Camp coordination, (see attached training schedule)
  2. Camp NCOIC: Assist the Camp Commander with all matters pertaining to JCLC.
  3. SAI and AI: Complete all required JCLC forms for cadet in-processing to JCLC.
  4. Company Cadre: Responsible for all aspects of assigned cadets.

5. Site Cadre: Responsible for all aspects of assigned site.
6. Nurse: Operate Nurse station
7. Chaperones/Recruiters: assist with the safe operation of JCLC

c. Formations: IAW JCLC Training Schedule

#### 4. Service Support:

- a. Supply
  1. Rations: Camp Aspendale Dinning Facility, MRE High Ropes course Lunch.
  2. Uniforms: ACU, Camp Aspendale T-shirt, Physical Training Clothing (see packing list)
- b. Transportation: Individual JROTC program responsibility.
- c. Medical: On site Nurse, Supported by local hospital.  
Insurance Coverage: Group Insurance coverage plan. IAW AR 145-2, paragraph 6-11.
- d. Personnel: IAW CCR 145-2 Chapter 10, JCLC SOP, Training schedule, Cadet Roster.  
Cadet Record: See forms attached.
- e. JCLC Roster: A full name line (last, first, gender, school, LET Level) will be provided to Horizon HHS JROTC 30 days before the start of JCLC.

#### 5. Command and Signal

- a. Signal:
  1. Frequency, channel 1 sub 1
  2. Signal: Whistle 3 blasts (Formation at the Dining Facility)
  3. Telephone service: will be established and managed by the chain of command.
- b. Command:
  1. Cadet Leadership: (Changes daily 1725 hrs before the evening meal):
  2. Battalion Commander (Cadet LTC) (1ea daily) Day 1 Aco, Day 2 Bco, Day 3 Cco, Day 4 #1 Cadet.
  3. Company Commander (Cadet CPT) (1ea per company daily)
  4. First Sergeant (Cadet 1SG) (1ea per company daily)
  5. Platoon Leader (Cadet 1LT) (1 ea per platoon daily)
  6. Platoon Sergeant (Cadet SFC) (1 ea per platoon daily)
  7. Squad Leaders (Cadet SSG) (4 ea per platoon daily)

#### Safety/Security:

- a. Safety is the single-most important factor and consideration in the planning and execution of JCLC.
- b. Security of personal property: No secure storage areas at JCLC.
- c. Confiscate all unauthorized or illegal items.
- d. Living quarters. **"OFF LIMITS"** to cadets of the opposite sex.
- e. Risk assessments will be conducted prior to JCLC.

Fernando M. Rodriguez  
LTC US Army (Ret)  
JCLC Camp Commander