

OVERNIGHT NON-ATHLETIC
STUDENT TRAVEL APPROVAL FORM

Student travel must be approved based on the direct benefits for the students. The trip must have Assistant Superintendent approval 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 Cabinet approval.

Name of Group: OHS Debate Campus: Odessa High

Date of trip: 6-12-18 Grade levels involved: 12 Number of students: 2
Number of instructional days: 0 Location: Kansas City, MO
(Please attach an itinerary)

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

Instructional days out of the classroom: Students may not miss more than ten days instruction in an academic year. The sponsors/coaches/directors have checked the accrued number of days for each participant? Yes No

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?

These students doing well at a national level will help in the overall motivation of students on this campus.

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 2 (gender appropriate)

Student orientation - Date: 5-3 Time: 7pm Location: OHS
Parent orientation - Date: 5-3 Time: 7pm Location: OHS
Sponsor orientation - Date: Time: Location:
Sponsor criminal background check - Date:

03-10P03:22 RCVD

STUDENT ACTIVITIES:
TRAVEL

Will any kind of insurance be required? Yes No
Will room and baggage searches be required? Yes No
Will drug/alcohol-testing kits be available? Yes No

Medical and travel releases will be required.

Coach/Sponsor: _____ *[Signature]* _____ 3-02-10
(Signature) (Date)

(District sanctioned competition)

Principal approval: _____ *Ron Leach* _____ 3-2-10
(Signature) (Date)

(Overnight)

Director approval: _____ *[Signature]* _____ _____
(Signature) (Date)

(More than one night)

Assistant Superintendent
approval: _____ _____
(Signature) (Date)

(Out-of-state)

Cabinet approval: _____ _____
(Signature) (Date)