

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA  
1960 LANDINGS BLVD., SARASOTA, FL 34231  
PHONE (941) 927-9000

**FIELD TRIP AUTHORIZATION**

**Instructions:** In-county field trips/school bus requisitions require principal approval only. All other field trips/school bus requisitions require principal and executive director approval. In addition, any trip involving students' out-of-state/country travel also requires School Board approval and should include release forms, insurance coverage, and other data supplied by the company assisting with the arrangements. Provide the information requested below and submit this completed form with appropriate attachments for approval adhering to the advance notification time prior to departure date noted after field trip below. Refer to School Board Policy 4.43.

Check One     In-county     Out-of-county (4 wks)     Out-of-state (8 wks)     Out-of-country (12 wks)

School Suncoast Technical College    Destination Louisville, KY

Purpose SkillsUSA National Leadership & Skills Conference

Departing from Tampa, FL    Date \_\_\_\_\_    Time 7:00    AM/PM

Returning from Tampa, FL    Date \_\_\_\_\_    Time approx 7:00    AM/PM

Grade/Class/Sport High School/ AdultsStudent

Person-in-charge Gaye Millian,    Phone \_\_\_\_\_

Method of transportation     School bus (Attach School Bus Trip Requisition)     Charter bus  
 Airline     Other (Explain) \_\_\_\_\_

NOTE If other than a Sarasota County school bus is being used, attach certificate of insurance from carrier or Statement of Insurance on Private Vehicles form (065-96-FIN). See School Board Policy 8.36.

Meal arrangements Students responsible for meals (lunch will be provided on day of contest and one dinner)

Lodging arrangements Omni Hotel Louisville, KY

Number of female students 7    Number of male students 5    Total 12

Number of female chaperones 2    Number of male chaperones 1    Total 3

Names of chaperones Gaye Millian, Robb Wolf, Denise Walker,

Cost per student \$ \_\_\_\_\_

It is understood that permission slips and Emergency Medical/Treatment Field Trip Consent forms will be obtained from parents prior to the field trip.

Funding Source     Individual     Fundraiser     PTO/PTA     Internal funds  
 Other (Explain) \_\_\_\_\_

Verification of student medical insurance was completed for out-of-county/overnight travel?  Yes  No

Principal Name Dr. Ron Dipillo     Approved     Denied

Principal Signature \_\_\_\_\_    Date \_\_\_\_\_

Executive Director Name  Ron O. Pillo     Approved     Denied

Executive Director Signature \_\_\_\_\_    Date 5/7/18

Out-of-state/country field trip was School Board approved on (Board meeting date) \_\_\_\_\_

**FIELD TRIP AUTHORIZATION**

**Instructions:** Provide the following information for all field trips.

1. Explain the direct instructional connection with instructional program.

SkillsUSA is a career and technical student organization promoting Leadership and Professionalism for each student.

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2. Describe how students are being selected to participate with assurances of equal access for all students, regardless of economic level.

All SkillsUSA members are eligible to participate.

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3. Describe how students will be supervised once they arrive.

Students will be supervised by advisors and administrators

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4. Should an emergency arise, how will communication and transportation be handled?

911 will be called and parents and administration will be notified.

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**FIELD TRIP PERMISSION**

**Instructions:** Complete and return this form to the school. It must be returned to the school before student will be allowed to participate in this activity. The Emergency Medical/Treatment Field Trip Consent form must also be on file at the school before your student will be allowed to participate in this activity. A copy of that form shall accompany this sheet with the classroom teacher/coach or interscholastic activity sponsor. A detailed itinerary is attached if the field trip extends beyond the school day.

School Suncoast Technical College Date 5/27/18

Principal Name (Print) Dr. Ron Dipillo Principal Signature 

**FIELD TRIP INFORMATION**

Purpose SkillsUSA National Leadership & Skills Conference

Destination Louisville, KY

Time/Date of departure approx. 7 am 06/24/18

Time/Date of return approx. 7:00 pm 06/30/18

Leaving from Tampa International Airport Tampa, FL

Returning to Tampa International Airport Tampa, FL

Means of transportation Students will arrange own transportation to and from airport

Meal arrangements Students responsible for meals (lunch will be provided on day of contest and one dinner)

Cost to students Meals only

**FIELD TRIP PERMISSION**

I, \_\_\_\_\_, give my permission  
Parent/Guardian Name (Print)

for \_\_\_\_\_, to participate in the field trip  
Student Name (Print) DOB

to \_\_\_\_\_ (destination) on \_\_\_\_\_ (date).

The phone number where I can be reached during this field trip is \_\_\_\_\_.

I realize that any activity that takes place away from the controlled environment of the school setting may present a higher risk of injury to my child. I also understand that this activity may be cancelled due to changing state, national, or international conditions. I assume responsibility for any personal financial loss related to such a cancellation. In consideration for permitting my child to participate in this field trip, I release the School Board of Sarasota County, Florida, its employees, and agents from all claims, judgments, costs, or other expenses, including attorneys' fees, resulting in any way from participation in the field trip described above.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_