

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

**FIELD TRIP AUTHORIZATION**

**Instructions:** In-county field trips/school bus regulations require principal approval only. All other field trips/school bus regulations 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 Pine View School Destination 45th Harvard National Forensics Tournament, Harvard University, Cambridge, MA

Purpose 45th Harvard National Forensics Tournament

Departing from Airport SRQ-Southwest Date 16 February 2019 SAT Time 0700 AM/PM

Returning from Cambridge, MA Logan Airport Date 18 February 2019 MON Time 2200 AM/PM

Grade/Class/Sport Pine View Speech & Debate

Person-in-charge Jym Froelich Phone 941.786.5000

Method of transportation  School bus (Attach School Bus Trip Requisition [011-86-TRN])  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 Tournament will not provide meals, which are at the student's expense.

Lodging arrangements Holiday Inn Express 250 Monsignor O'Brien Highway, Cambridge, Massachusetts 02141

Number of female students 10 Number of male students 10 Total 20

Number of female chaperones 2 Number of male chaperones 2 Total 4

Names of chaperones Jym Froelich/Donna Gray/Theresa Nicholson/Alex Merker

Cost per student \$ 600 Contact person if financial assistance is needed Donna Gray 708.525.5501

It is understood that permission slips and Emergency Medical/Treatment Consent For Field Trips And/Or Other After School Activities (063-96-DIS) 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 (Print) Dr. Stephen Covert  Approved  Denied

Principal Signature [Signature] Date 12.11.18

Executive Director Name (Print) Steve Cantres  Approved  Denied

Executive Director Signature [Signature] Date 12/13/18

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. Include any potential risks or hazards (e.g. water activity).

Speech and Debate tournaments have been shown to improve academic achievement, public speaking, and interpersonal skills. Students are required to research issues of public concern, philosophical positions, or works of art. Students analyze their research and prepare oral and dramatic presentations based on their analysis. Those skill sets are readily transferable across the entire spectrum of academia. The only risks are those that are inherent on a college campus.

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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.

For this tournament, students must participate in team activities and/or previous competition at local tournaments. This requirement is to ensure that the students that desire to participate in this national level tournament have shown sufficient dedication and preparation for their event. For those students and families that need financial assistance, including full payment of fees, team benefactors, team fundraisers, and nations from PVA are provided.

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

Male and female chaperones accompany students to each of their events. Students and chaperones walk from central meeting locations (where the bus drops off from the hotel) to the events. Chaperones have contact information for all students and/or their parents. At the hotel, students have "lights out" times that are reasonable under the circumstances and gender appropriate chaperones perform a "room check" at the lights out time.

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

All chaperones have cellular phones and contact information for students' parents/guardians. Communication will initially be by telephone call followed by text message and/or email. Students' medical information will be on site at the tournament. Transportation will be determined under the circumstances but may include the chartered bus, licensed commercial vehicle, or ambulance, if appropriate.

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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 Consent for Field Trips and/or Other After School Activities 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 Pine View School Date 10 December 2018

Dr. Stephen Covert  
Principal Name (Print)

  
Principal Signature

**FIELD TRIP INFORMATION**

Purpose 45th Harvard National Forensics Tournament

Destination Hilles, Harvard Campus, Cambridge, MA

Time/Date of departure 0700/16 Feb 2019

Time/Date of return 2200/18 Feb 2019

Leaving from Airport SRQ Returning to Airport SRQ

Means of transportation Airplane, Southwest Airlines

Meal arrangements Meals are not provided

Cost to students \$600

If financial assistance is needed, contact Donna Gray, 708-525-5501

**FIELD TRIP PERMISSION**

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

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

to 45th Harvard National Forensics Tournament, Cambridge, MA (destination) on 16-18 Feb 2019 (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 \_\_\_\_\_