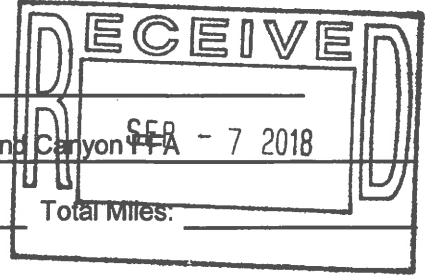


**WELLSBORO AREA SCHOOL DISTRICT  
Field Trip Transportation Request Form**



1. Teacher: Melanie Berndtson School: WAHS  
 2. No. of Students: 30 Adults: 3 Class or Organization: Grand Canyon FFA  
 3. Date of Trip: 2/9 - 2/10 2019 Destination: Harrisburg, Sheraton Hotel  
 4. Estimated departure time: 7:30 AM Saturday From: WAHS  
 5. Estimated return time (arrival in the district): 3:00 PM Sunday

6. Meal Plans (if applicable): meals will be provided with registration - students bring money for lunch - down and back

7. Is school bus transportation required?  Yes  No How many? 1

8. Will a coach bus be required?  Yes  No How many? \_\_\_\_\_

9. Are private cars to be used?  Yes  No If yes, how many cars will be used? \_\_\_\_\_

Who are the drivers? \_\_\_\_\_

Are all of the cars to be used covered by at least \$50,000 - \$100,000 (preferably \$100,000 - \$300,000) of insurance, and do you have proof?  Yes  No

10. The district is requested to pay \$ 0 out of the total cost of \$ \_\_\_\_\_

Account Code Number \_\_\_\_\_

11. If the district is not expected to pay all of the costs, what other funds are going to be used?

FFA Members and Chapter pay for reg and trans Account Code, if appropriate: FFA Activity Act.

Notes: \_\_\_\_\_

12.  For overnight field trips, a list of Students and Chaperones is attached.

13.  A brief itinerary/description of trip is attached.

14. Signature of Teacher: Melanie Berndtson Date Submitted: 9/14/18

15. Principal's Approval: [Signature] Date: 9/13/18

16. Superintendent's Approval: [Signature] Date: 9/14/18

17. Received by Transportation Coord.: \_\_\_\_\_ Date: \_\_\_\_\_

18. Estimated Cost: \_\_\_\_\_ Bus Contractor: \_\_\_\_\_

- Distribution:
- Original - Superintendent/Transportation Coordinator
  - Copy 2 - Building Secretary
  - Copy 1 - Business Office (SS, FS, AA)
  - Copy 3 - Faculty Member

Attachment X-3C-1

**Pennsylvania FFA**  
**2018 Agricultural Cooperation Establishes Success (#ACESvision)**  
**“Creating the Vision”**  
**“INITIATE, CREATE, ILLUMINATE”**

Saturday - February 3, 10, and 17

Lunch on Your Own

11:30 am - 12:30 pm ~ Registration ~ PA Ballroom

\*12:40pm - 1:00 pm ~ Opening Ceremonies ~ Welcome ~ Commonwealth Ballroom

1:00pm - 5:00pm ~ *Teacher's Workshop* ~ PA Ballroom

\*1:00pm - 5:00pm ~ Small Group Workshops (Students rotate through all)

\*3:00pm - 3:35pm ~ Large Group Activity (All student activity)

**Workshop Group #1 and #2**

1. Ag is Lit(eracy) (Agriculture Literacy) ----- Elm and Chestnut
2. Equal Playing Field (Respecting Diversity) ----- Dogwood and Fir
3. Reap What You Sow (FFA Skills/Opportunities) ----- Salon C and Hemlock
- Large Group Activity** (All students) ----- Commonwealth Ballroom
4. Life After FFA-PFB ----- Salon D and Ash
5. Financial Skills-Ag Choice ----- Salon E and Birch

5:00pm - 6:00pm ~ Check into Hotel Rooms

\*6:15pm - 7:45pm ~ Dinner Buffet ----- Commonwealth Ballroom

\*\*8:00pm - 10:15pm ~ Social Time ----- Commonwealth Ballroom

\*\*10:20pm - 10:40pm ~ Reflections ----- Commonwealth Ballroom

----11:00PM~LIGHTS OUT-----CURFEW-----11:00PM~LIGHTS OUT----

Sunday, February 4, 11, and 18

**Commonwealth Ballroom**

\*\*\*7:30am - 8:00am ----- Optional Time of Inspiration

\*\*\*8:00am - 10:30 am ---- Breakfast, Activity, and Community Service Project

9:00am ~ *Teacher's Workshop* ~ **If needed** ~ PA Ballroom

10:30am ~ Remarks and Closing Ceremonies

**\*Official Dress**

**\*\* School Appropriate**

**\*\*\*ACES T-Shirt**