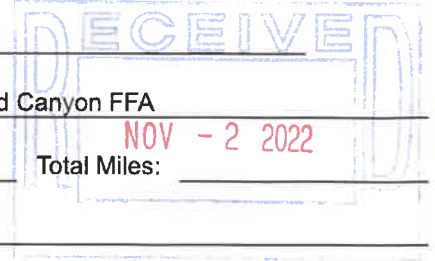


WELLSBORO AREA SCHOOL DISTRICT
Field Trip Transportation Request Form



- 1. Teacher: Melanie Berndtson School: WAHS
- 2. No. of Students: 6 Adults: 1 Class or Organization: Grand Canyon FFA
- 3. Date of Trip: 3/26-28/23 Destination: Harrisburg, Sheraton Hotel Total Miles: _____
- 4. Estimated departure time: 7:00 AM From: WAHS
- 5. Estimated return time (arrival in the district): 4:00 PM
- 6. Meal Plans (if applicable): Students will pay for meal on way down and back. All other meals will be provided
- 7. Is school bus transportation required? _____ How many? _____
- 8. Will a coach bus be required? _____ How many? _____
- 9. Are private cars to be used? _____ If yes, how many cars will be used? 1

Who are the drivers? Melanie Berndtson (School van if possible)

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 ?

- 10. The district is requested to pay \$ 200 substitute 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 Activity Account Code, if appropriate: FFA Activity account

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: 10/31/22
- 15. Principal's Approval: [Signature] Date: 10/31/22
- 16. Superintendent's Approval: [Signature] Date: 11/2/22
- 17. Received by Transportation Coord.: _____ Date: _____
- 18. Estimated Cost: _____ Bus Contractor: _____

Distribution:

2022 State Legislative Leadership Conference

"Embrace Your Passion" Tentative Agenda

Sunday, March 13

5:00-6:30 pm

Registration*

PA Ballroom

6:30-6:45 pm

Opening & Conference Orientation*

Commonwealth Ballroom

6:50-7:30 pm

Workshop One*

What is Advocacy?

Ash, Chestnut, Dogwood, Salon C

7:35-8:15 pm

Workshop Two*

Dinner Etiquette

Fir, Birch, Elm, Salon D

8:20-9:15 pm

Advocacy Fair- Small Group Breakouts*

Breakout Rooms

9:20- 10:05 pm

Large Group Advocacy Fair*

Commonwealth Ballroom

10:15- 10:30 pm

Reflections

Commonwealth Ballroom

11:00 pm

CURFEW

Monday, March 14

7:30-8:30 am

Buffet Breakfast[^]

Commonwealth Ballroom

8:30-9:15 am

Introduction of Delegate Issues[^]

Commonwealth Ballroom

9:20-10:00 am

Workshop Three[^]

Parli Pro Professionals

Ash, Chestnut, Dogwood, Salon C

10:05-10:45 am

Workshop Four[^]

Pursuing Your Passion

Fir, Birch, Elm, Salon D

10:50-12:00 pm

Committee Meetings[^]

- House Game & Fisheries
 - Ash/Birch - HB 490
- House Ag & Rural Affairs
 - Chestnut/Dogwood - 1339
- House Veteran Affairs & Emergency Preparedness
 - Fir/Elm - HB 1577
- Senate State Government
 - Salon C- SB 30
- Senate Judiciary
 - Salon D - SB 278
- Senate Education
 - Salon E - SB 808

12:00-1:00 pm

Lunch Buffet[^]

Commonwealth Ballroom

1:15-2:30 pm

Caucus Meetings[^]

- House Majority
 - Salon A
- House Minority
 - Salon B
- Senate Majority
 - Ash & Birch
- Senate Minority
 - Elm & Fir

2:45-3:45 pm

General Assembly[^]

- House- Salon A & B
- Senate- Salon C, D & E

4:00-5:00 pm

Finalization of Delegate Issues[^]

Commonwealth Ballroom

6:00-7:20 pm

Dinner Buffet[^]

Commonwealth Ballroom

7:30-10:15 pm

Glow Rave - White T-Shirts

Commonwealth Ballroom

10:20-10:35 pm

Closing Reflections

Commonwealth Ballroom

11:00 pm

CURFEW

Tuesday, March 15

7:00 am

Checkout of Rooms*

8:00 am

Legislative Breakfast*

Penn Harris Camp Hill

10:00 am

Adjournment/Group Photo*

Front of Penn Harris

Visit Capitol Building, Legislative Offices, and Visitor Center

Special Notes

***Official Dress is required. Black shoes and white collared shirts must be worn by everyone. Official FFA Jacket zipped to the top. Skirts must be below the fingertips when standing with arms at side. Please refer to handbook for further instructions on official dress.**

****Casual Dress is allowed. Khakis or jeans with no holes. T-shirts must be school appropriate. No tank tops, spaghetti straps, or mid-drift showing shirts. No hats worn indoors!**

^ Conference T-Shirt is required. Please wear your conference t-shirt with khakis or jeans with no holes.

SLC Best Practices

- 1. Keep the room assignments given at conference registration by your Advisor.**
- 2. Be in your room by the assigned time so you are fully alert for the next day's activities.**
- 3. For safety reasons, stay in groups whenever outside the hotel.**
- 4. Be courteous, polite, and considerate to others.**
- 5. To help prevent messy accidents, leave all drinks and snacks outside the meeting rooms.**
- 6. Attend all sessions and workshops and participate in all activities.**
- 7. Do not use drugs, alcohol, or tobacco at any time during the conference. Violations will result in you going home!**
- 8. Boys are not permitted to visit girls' rooms and girls are not permitted to visit boys' rooms.**
- 9. Arrive at least five minutes early to all sessions and workshops.**
- 10. Report all illnesses, injuries, or other problems to an FFA advisor, nurse or a member of state staff so that appropriate action can be taken.**
- 11. Keep your room door locked at night and when you are away.**
- 12. Dress appropriately at all times (including proper official dress when required).**
- 13. Keep your hotel room neat and clean.**
- 14. Items that are property of the hotel, belong to the hotel. Always strive to leave the property better than we found it.**

The Pennsylvania FFA Association affirms its belief in the value of all human beings and seeks diversity in its membership, leadership, and staff. We promote unity within the organization and discrimination or segregation of any kind will not be tolerated.

