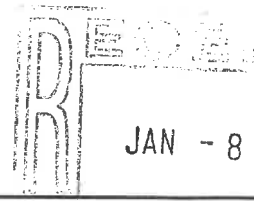


**WELLSBORO AREA SCHOOL DISTRICT
Field Trip Transportation Request Form**



1. Teacher: Andy Borzok School: WHS
2. No. of Students: 5 Adults: 2 Class or Organization: High School Robotics
3. Date of Trip: 1/19-1/20 Destination: Penn State York Campus Total Miles: 350

4. Estimated departure time: 1/19 - 4:00 pm From: WHS

5. Estimated return time (arrival in the district): 1/20 - 8:00 pm

6. Meal Plans (if applicable): _____

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

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? 2

Who are the drivers? Andy Borzok, Heather Steinbacher *

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 \$ _____ 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?

Robotics Account Account Code, if appropriate: _____

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: [Signature] Date Submitted: 1/7/24

15. Principal's Approval: [Signature] Date: 1/8/24

16. Superintendent's Approval: [Signature] Date: 1/8/24

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

High School Robotics Field Trip

Purpose: Students will compete in the FIRST Tech Challenge robotics competition

Location: Penn State York Campus

Date: 1/19/24-1/20/24.

Students Attending:

- Cameron Clark
- Riley Kennedy
- Daniel Schultz
- Will Steinbacher
- Caralyn Warner

Chaperones:

- Andy Borzok
- Heather Steinbacher

Itinerary:

Friday (1/19)

- 4:00 - Depart WHS
- 7:30 - Arrive at Hotel
 - Wyndham Garden York
 - 2000 Loucks Rd, York, PA 17408
- Dinner after arrival

Saturday (1/20)

- 7:00 - Breakfast at hotel
- 8:00 - Arrive at Penn State York Campus
- 8:00-4:00 - Competition (lunch on your own)
- 4:30 - Depart Campus (dinner on the way)
- 8:00 - Arrive at WHS