

Overnight

FEB 21 2024

Wellsboro Area School District
Field Trip Transportation Request Form

Teacher: MICHAEL G. CHARLES School: RLBMS

No. of Students: 3 Adults: 2 Class or Organization: FUTURE BUSINESS LEADERS OF AMERICA

Date of Trip: 4/8-4/10/2024 Destination: HERSHEY LODGE - HERSHEY PA Total Miles: 208 MILES ROUND TRIP

Estimated Departure Time: 4:00AM 4/8/2024 From: WAHS

Estimated Return Time: 3:00PM 4/10/2024

Meal Plans (if applicable): INCLUDED IN ROOM/BOARD FEES

Is school bus transportation required? Yes No How many? N/A

Will a coach bus be required? Yes No How many? N/A

Are private cars to be used? Yes No If yes, how many? 1

Who are the drivers? TONYA WETHERBEE

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

- The district is requested to pay \$ 975.00* out of the total cost of \$ 3,209.00
- Account Code Number: _____

* MEALS:
\$30.00/DAY
X 5 ATTENDEES
X 3 DAYS

- If the district is NOT expected to pay all of the costs, what other funds are to be used?
PARENT CONTRIBUTIONS, DONATIONS Account Code, if appropriate: _____

* REGISTRATIONS:
\$105.00/ATTENDEE
X 5 ATTENDEES

Notes: MEALS AND REGISTRATION FEE REQUESTS TO BE REIMBURSED TO ADVISOR MICHAEL G. CHARLES.

X THE ENTIRE FIELD TRIP COST OF \$3,209.00 WAS PAID UP FRONT BY MR. CHARLES.
X For overnight field trips, a list of students is attached.

X A brief itinerary/ description is attached. SEE DETAILS IN ATTACHED FBWA INVOICE

Signature of Teacher: [Signature] Date Submitted: 2/20/2024

Principal's Approval: _____ Date: _____

Superintendent's Approval: [Signature] Date: 2/21/24

Rec'd by Transportation Coord: _____ Date: _____

Estimated Cost: _____ Bus Contractor: _____

Distribution: _____ Original-Superintendent/ Transportation Coord. _____ Copy 2- Bldg. Secretary
_____ Copy 1- Business Office (SS, FS, AA) _____ Copy 3- Faculty Member

Pennsylvania FBLA

PO Box 5085
 Jersey Shore, PA 17740

Invoice

To:

Wellsboro Rock L. Butler Middle
 School FBLA (ML)
 9 Nichols Street
 Wellsboro, PA 16901

2024 SLC -- Hershey
 Registration #58278

Attendees			
ID	Attendee Type	Rate	Total
Charles, Rebecca			\$597.00
918929	Adviser	\$105.00	
Grade	N/A		
Gender	Female		
Email	bekacharles.lmt@gmail.com		
Cell #	(570) 772-1997		
Travel	Plan A		
Monday Breakfast To Go	No Thanks	\$0.00	
Short Sleeve T-Shirt	No Thanks	\$0.00	
Long Sleeve T-Shirt	No Thanks	\$0.00	
Hoodie	No Thanks	\$0.00	
Chapter Officer	[No Answer]		
Region Officer	[No Answer]		
Will you be attending the Monday Night Opening General Session?	Yes		
Will you be attending the Tuesday Night Awards Session?	Yes		
Hersheypark Ticket	No Thanks	\$0.00	
Hersheypark Parking Pass	No Thanks	\$0.00	
RID	41719	\$492.00	

Wellsboro Rock L. Butler Middle School FBLA (ML) | 2024 SLC -- Hershey

Attendees			
ID	Attendee Type	Rate	Total
Charles, Reese			\$597.00
918926	Middle School Member (not a competitor)	\$105.00	
Grade	6		
Gender	Female		
Email	reese.charles@wordtotheboro.org		
Cell #	(570) 439-2350		
Travel	Plan A		
Monday Breakfast To Go	No Thanks	\$0.00	
Short Sleeve T-Shirt	No Thanks	\$0.00	
Long Sleeve T-Shirt	No Thanks	\$0.00	
Hoodie	No Thanks	\$0.00	
Chapter Officer	President		
Region Officer	[No Answer]		
Will you be attending the Monday Night Opening General Session?	Yes		
Will you be attending the Tuesday Night Awards Session?	Yes		
Hersheypark Ticket	No Thanks	\$0.00	
Hersheypark Parking Pass	No Thanks	\$0.00	
Identify Your Chapter's Voting Delegate 1	Selected		
RID	41721	\$492.00	
Competitions	6/Not Competing -- Middle School Member (Middle School Attendee (non-competitor))		
Knaus, Madison			
918928	Middle School Member (not a competitor)	\$105.00	
Grade	6		
Gender	Female		
Email	madison.knaus@wordtotheboro.org		
Travel	Plan A		
Monday Breakfast To Go	No Thanks	\$0.00	
Short Sleeve T-Shirt	No Thanks	\$0.00	
Long Sleeve T-Shirt	No Thanks	\$0.00	
Hoodie	No Thanks	\$0.00	
Chapter Officer	Secretary		
Region Officer	[No Answer]		
Will you be attending the Monday Night Opening General Session?	Yes		
Will you be attending the Tuesday Night Awards Session?	Yes		
Hersheypark Ticket	No Thanks	\$0.00	
Hersheypark Parking Pass	No Thanks	\$0.00	
RID	41728	\$716.00	
Competitions	6/Not Competing -- Middle School Member (Middle School Attendee (non-competitor))		

Wellsboro Rock L. Butler Middle School FBLA (ML) | 2024 SLC -- Hershey

Attendees			
ID	Attendee Type	Rate	Total
Wetherbee, Madelyn			\$597.00
918927	Middle School Member (not a competitor)	\$105.00	
Grade	7		
Gender	Female		
Email	madelyn.wetherbee@wordtotheboro.org		
Travel	Plan A		
Monday Breakfast To Go	No Thanks	\$0.00	
Short Sleeve T-Shirt	No Thanks	\$0.00	
Long Sleeve T-Shirt	No Thanks	\$0.00	
Hoodie	No Thanks	\$0.00	
Chapter Officer	Vice President		
Region Officer	[No Answer]		
Will you be attending the Monday Night Opening General Session?	Yes		
Will you be attending the Tuesday Night Awards Session?	Yes		
Hersheypark Ticket	No Thanks	\$0.00	
Hersheypark Parking Pass	No Thanks	\$0.00	
Identify Your Chapter's Voting Delegate 2	Selected		
RID	41721	\$492.00	
Competitions	6/Not Competing -- Middle School Member (Middle School Attendee (non-competitor))		
Wetherbee, Tonya			\$597.00
918933	Chaperone	\$105.00	
Grade	N/A		
Gender	Female		
Email	wetherbee_tonya@outlook.com		
Cell #	(570) 404-9875		
Travel	Plan A		
Monday Breakfast To Go	No Thanks	\$0.00	
Short Sleeve T-Shirt	No Thanks	\$0.00	
Long Sleeve T-Shirt	No Thanks	\$0.00	
Hoodie	No Thanks	\$0.00	
Chapter Officer	[No Answer]		
Region Officer	[No Answer]		
Will you be attending the Monday Night Opening General Session?	Yes		
Will you be attending the Tuesday Night Awards Session?	Yes		
Hersheypark Ticket	No Thanks	\$0.00	
Hersheypark Parking Pass	No Thanks	\$0.00	
RID	41719	\$492.00	
Attendee Total			\$3,209.00

Additional Info	
Question	Answer
Identify Your Chapter's Voting Delegate 1	Charles, Reese [918926]
Identify Your Chapter's Voting Delegate 2	Wetherbee, Madelyn [918927]
Hotel Priority 01 Hershey Lodge (Plan A only/2 nights lodging + 5 meals)	1
Hotel Priority 02 Hotel Hershey (Plan A only/2 nights + 5 meals)	2
Hotel Priority 03 Hilton Garden Inn (Plan A only/2 nights lodging + 5 meals)	3

Wellsboro Rock L. Butler Middle School FBLA (ML) | 2024 SLC -- Hershey

Additional Info	
Question	Answer
Hotel Priority 04 Courtyard Inn by Marriott (Plan A only/2 nights lodging + 5 meals)	4
Hotel Priority 05 Days Inn & Suites (Plan B Only/2 nights lodging only + 0 meals)	5
Hotel Priority 06 Super 8 by Wyndham (Plan B Only/2 nights lodging only + 0 meals)	6
Hotel Priority 07 Holiday Inn Express (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	7
Hotel Priority 08 Comfort Inn Hershey (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	8
Hotel Priority 09 Fairfield by Marriott Hershey (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	9
Hotel Priority 10 TRU by Hilton Hershey (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	10
Hotel Priority 11 Springhill Suites by Marriott (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	11
Hotel Priority 12 Hampton Inn/Suites Hershey on Chocolate (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	12
Hotel Priority 13 Hampton Inn & Suites Hummelstown (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	13
Hotel Priority 14 Best Western Plus Hershey (Plan A (5 meals) or Plan B (0 meals) with 2 nights lodging)	14

Statistics	
Attendee Type	Total
Middle School Member (not a competitor)	3
Adviser	1
Chaperone	1

Travel		
Attendee ID	Name	
2 Nights with 5 Meals		
1	918929	Charles, Rebecca
2	918926	Charles, Reese
3	918928	Knaus, Madison
4	918927	Wetherbee, Madelyn
5	918933	Wetherbee, Tonya

Housing Assignments			
Attendee ID	Name	Plan A	Rate
RID 41719 (Room Size: 2 Attendees)			
1	106302	Charles, Rebecca	
2	106303	Wetherbee, Tonya	
RID 41721 (Room Size: 2 Attendees)			
1	106307	Charles, Reese	
2	106305	Wetherbee, Madelyn	
RID 41728 (Room Size: 1 Attendee)			
1	106320	Knaus, Madison	
Non-Attendee Housing Total			\$0.00

Competitions	
Name	Rate

Wellsboro Rock L. Butler Middle School FBLA (ML) | 2024 SLC -- Hershey

Competitions	
Middle School Attendee (non-competitor)	
6/Not Competing -- Middle School Member (Middle School Attendee (non-competitor))	
- Charles, Reese	
- Wetherbee, Madelyn	
- Knaus, Madison	
Non-Attendee Entry Total	\$0.00

Grand Total

\$3,209.00

Instructions

Make all checks payable to:
PA FBLA or Pennsylvania FBLA
(all costs can be combined into one check)

All SLC payments must be made in full and RECEIVED BY February 23, 2024.

Please remember to mail your check to:
Bruce Boncal, Executive Director
Pennsylvania FBLA
PO Box 5085
Jersey Shore, PA 17740

DO NOT SEND THE CHECK TO THE NATIONAL FBLA OFFICE (Baltimore, MD)! Only dues are sent to that address.

If your school system requires a W-9 form for Pennsylvania FBLA, please contact Bruce Boncal: bboncal@pafbla.us.

Invoice questions: Bruce Boncal, 570.279.6998 (cell) or bboncal@pafbla.us (email)

If you wish to pay by credit card, please contact Bruce Boncal at bboncal@pafbla.us. An invoice will be sent through PA FBLA's QuickBooks program so that a school may pay by credit card. A 3.5% credit card fee will apply.

PAID BY MGC
2/16/2024 CR# 234