

SUFFOLK PUBLIC SCHOOLS
(Attach to field trip application requiring School Board approval)

Field Trip #: 19433

School: King's Fork High School

Grade/Subject/Club/Team: Cross Country Team

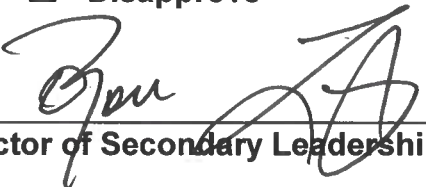
Date of Field Trip: November 11, 2023

Destination: Oatlands Park, Leesburg, Virginia

Purpose: King's Fork High School Cross Country Team will compete in the VHSL State Cross County Tournament in Leesburg, Virginia.

Objectives: King's Fork High School Cross Country Team will have the opportunity to compete in the VHSL State Cross Country Tournament at Oatlands Park in Leesburg, Virginia.

- Approve
- Disapprove



Director of Secondary Leadership

10/24/23

Date

School Board Action:

- Approve
- Disapprove

Clerk of the Board

Date



- Home
- Trip Approval**
- My Requests
- Feedback

Suffolk City Public Schools Travel Tracker



Trips Pending Approval

Waiting for Approval

Trip Emails

Trip Inquiry

Schedules/Assignments

Daily Vehicle Schedule

Assignment Inquiry

Create Duplicate Request

Travel Request Form

Please Note: Welcome to Suffolk City Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please email kevinprivott@spsk12.net or call (757) 925-5573.

Trip Number **19433**

* Category Staff Only Travel Travel With Students

* Type of Trip **Athletic** v

* Athletic Event (you may check more than one)

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Band | <input type="checkbox"/> Boys Soccer | <input type="checkbox"/> Boys Tennis | <input type="checkbox"/> Boys Volleyball |
| <input checked="" type="checkbox"/> Cross Country | <input type="checkbox"/> Debate | <input type="checkbox"/> Forensics | <input type="checkbox"/> Girls JV Volleyball |
| <input type="checkbox"/> Girls Soccer | <input type="checkbox"/> Girls Tennis | <input type="checkbox"/> Girls Volleyball | <input type="checkbox"/> Golf |
| <input type="checkbox"/> HS ACTIVITY BUS | <input type="checkbox"/> Indoor Track | <input type="checkbox"/> INTRAMURAL BASKETBALL | <input type="checkbox"/> INTRAMURAL FIELD HOCKEY |
| <input type="checkbox"/> INTRAMURAL FOOTBALL | <input type="checkbox"/> Intramural Outdoor Track | <input type="checkbox"/> INTRAMURAL SOCCER | <input type="checkbox"/> INTRAMURAL VOLLEYBALL |
| <input type="checkbox"/> JV Baseball | <input type="checkbox"/> JV Boys Basketball | <input type="checkbox"/> JV Boys Soccer | <input type="checkbox"/> JV Cheerleading |
| <input type="checkbox"/> JV Field Hockey | <input type="checkbox"/> JV Football | <input type="checkbox"/> JV Girls Basketball | <input type="checkbox"/> JV Girls Soccer |
| <input type="checkbox"/> JV Softball | <input type="checkbox"/> JV Wrestling | <input type="checkbox"/> MS ACTIVITY BUS | <input type="checkbox"/> One Act Play |
| <input type="checkbox"/> Outdoor Track | <input type="checkbox"/> Scholastic Bowl | <input type="checkbox"/> SHUTTLE BUS | <input type="checkbox"/> Swimming |
| <input type="checkbox"/> V Baseball | <input type="checkbox"/> V Boys Basketball | <input type="checkbox"/> V Cheerleading | <input type="checkbox"/> V Field Hockey |
| <input type="checkbox"/> V Football | <input type="checkbox"/> V Girls Basketball | <input type="checkbox"/> V Softball | <input type="checkbox"/> V Wrestling |

Trip Leave

* Date **11/11/2023** Saturday
* Time **7:30 AM**

Trip Return

* Date **11/11/2023** Saturday
* Time **2:00 PM**

Trip Year/Week 2023-45

* Is this trip overnight, out-of-state, or greater than 200 miles one way? Yes No

Comments

Enter any comments about this trip that is important for the driver to know such as pick up and drop off location. This information will print on the trip ticket for the driver.

* Your School/Dept **395 King's Fork High**
351 King's Fork Rd, Suffolk, VA 23434

Main Destination **Leesburg, VA, USA**
Other (Type Below)

Destination Not Listed **Leesburg, VA, USA**

Destination Name **Oatlands Park**

Add a Stop on the Way There

Add a Stop on the Return

Approximate Nbr of Miles Round Trip

431.06

CALCULATE MILES

Funding Source #1 Athletics Budget Code

Est Trip Cost \$1,410.18 Est Bal \$255,000.00

Funding Source Desc test of funding management Budget Code Desc

Funding Approver

Teacher / Advisor / Staff Name Adrian Young

Teacher / Advisor / Staff Phone # 4348823150

Teacher / Advisor / Staff Email randyjessie@spsk12.net

Note: This email will receive the requester emails if different from requester

Emergency Contact Info Same as Teacher / Advisor / Staff

Emergency Contact Name Adrian Young

Emergency Contact Phone # 4348823150

Number of Individuals Making Trip

* Male Adults	3	* Female Adults	0	Total Adults	3
* Male Students	10	* Female Students	10	Total Students	20

Additional Information

* School will be billed for Mileage Yes No

* School will be billed for Driver Yes No

* District Event Yes No

* Non District Event Yes No

* Description of the funding source you will be using : transportation only

* Will a coach be driving the trip? Yes No

* If yes, please enter the coaches name. If no, enter NA. na

* Will you be using external transportation (ex. plane, walking)? Yes No

Vehicles Needed

* Do you need vehicles? Yes No

Check here to indicate trip is drop-off only Location

Check here to indicate trip is pickup only Location

Vehicle Pickup	Vehicle Return
* Date 11/11/2023	* Date 11/11/2023
* Time 7:30 AM	* Time 2:00 PM

Total Trip Hours 6.50

* Type of vehicles needed to reserve Car Car

* How many vehicles do you need? 1

* Need Lift? Yes No

Subject:**Email Sent on:****Email Sent by:****Email Sent To:****Date****User****Action**

10/17/23, 12:11:13 PM	lindaliverman@spsk12.net	Save and Close Trip (Submit Page Determines Return)
10/17/23, 12:10:50 PM	lindaliverman@spsk12.net	Is this trip overnight, out-of-state, or greater than 200 miles one way? Yes selected
10/15/23, 11:29:43 PM	randyjessee@spsk12.net	Save Trip (Remains on Trip)
10/15/23, 11:28:43 PM	randyjessee@spsk12.net	Vehicle type changed to Car
10/15/23, 5:18:16 PM	derrickbryant@spsk12.net	Location Level Approved
10/15/23, 2:27:50 AM	randyjessee@spsk12.net	Save Trip (Remains on Trip)
10/15/23, 2:24:40 AM	randyjessee@spsk12.net	Trip Leave date/time changed to 11/11/2023 07:30:00 AM
10/15/23, 2:24:27 AM	randyjessee@spsk12.net	Trip Leave date/time changed to
10/15/23, 2:24:00 AM	randyjessee@spsk12.net	Duplicated from Trip Number 19432



SUFFOLK PUBLIC SCHOOLS

Field Trip Instructional Objectives

School: King's Fork High School

Person Completing the Form: Randy Jessee

Grade Level: Cross Country Team

Date of Trip: November 11, 2023

Listed below are the instructional objectives for the requested field trip:

Objectives:	Correlated Standard of Learning:
KFHS Cross Country Team will compete in the	
VHSL State Cross Country Tournament at Oatlands Park	
in Leesburg, Virginia.	

This form must be attached to the Application for Field Trip.

FIELD TRIP CHAPERONE LIST

****By listing the chaperone's name, if a parent, you certify that they have an approved volunteer form ON FILE!!**

TEACHERS / COACHES

1. Adrian Young
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**PARENTS

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

SPECIAL EDUCATION TEACHERS

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

TEACHER ASSISTANTS

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.