

SUFFOLK PUBLIC SCHOOLS

(Attach to field trip application requiring School Board approval)

Field Trip #: 23364

School: Nansemond River High School

Grade/Subject/Club/Team: Band Members

Date of Field Trip: February 21, 2025 through February 22, 2025

Destination: James Madison University, Harrisonburg, Virginia

Purpose: Nansemond River High School Band members will have the opportunity to participate in the All Virginia Band Auditions at James Madison University in Harrisonburg, Virginia.

Objectives: Nansemond River High School Band members will participate in the All Virginia Band Auditions at James Madison University in Harrisonburg, Virginia.

Approve

Disapprove



Director of Secondary Leadership



Date

School Board Action:

Approve

Disapprove

Clerk of the Board

Date

Travel Request Form

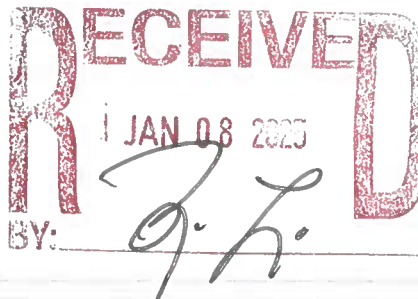
Please Note: Welcome to Suffolk City Public Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve an activity bus for a field trip or athletic event, and reserve a car for staff travel. If you have any questions or comments please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

Trip Number **23364**

* Category **Travel With Students**

* Type of Trip **Field Trip**

* Field Trip Event **ALL CITY BAND-Secondary**



Trip Leave

* Date **2/21/25** **Friday**

* Time **4:00 PM**

Trip Return

* Date **2/22/25** **Saturday**

* Time **6:00 PM**

Trip Year/Week 2025-08

* Is this trip overnight, out-of-state, or greater than 200 miles one way? **Yes**

Comments

* Your School/Dept ⓘ **240 Nansemond River High**
3301 Nansemond Parkway, Suffolk, VA 23435

* Main Destination ⓘ **Other (Type Below)**
800 S Main St, Harrisonburg, VA 22807, USA

Destination Not Listed **James Madison University, South Main Street, Harrisonburg, VA, USA** * **Destination Name** **James Madison University**

* Approximate Nbr of Miles Round Trip

Special Instructions for Permission Slip

Funding Source #1 **School Allotment - Nansemond River High** **Budget Code**

Funding Source Desc **Budget Code Desc**

Funding Approver

Are funds payable to a third party?
 (Does venue require payment prior to trip?)

* Teacher / Advisor / Staff Name Edward Woodis
 * Teacher / Advisor / Staff Phone # 7579234101
 Teacher / Advisor / Staff Email edwardwoodis@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 Edward Woodis
 * Emergency Contact Phone # 7579234101

* Grade Level(s) Making Trip 11
 12
 * Description of group or person(s) making trip Concert band students meeting the criteria to participate in All State.
 * Educational Objective for Field Trip TSW participate in All VA Band auditions at JMU in Harrisonburg, VA.

Number of Individuals Making Trip

* Male Adults	1	* Female Adults	0	Total Adults	1
* Male Students	2	* Female Students	1	Total Students	3

Need 1 adult(s) for 15 or more students.
 Need 1 adult(s) for every additional 15 students.

* Will the students be away from school during lunch? No

Additional Information

* School will be billed for Mileage No
 * School will be billed for Driver No
 * What is the cost to the Student? \$200
 * Description of the funding source you will be using Fine Arts-Central Office
 * Will a coach be driving the trip? No
 * If yes, please enter the coaches name. If no, enter NA
 NA.

* Will you be using external transportation (ex. plane, walking)? Yes
 * Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. Indicate chartered transportation company if applicable.

Parents are responsible for transporting students.

Vehicles Needed

* Do you need vehicles? No

Person Submitting Request tinapaul@spsk12.net
 Date Submitted

Field Trip Acceptance of Responsibility

By submitting this request, the trip sponsor (Teacher, Coach, Staff Member, etc.) is validating the following conditions:

1. Possess a current/valid Driver's License for the vehicle you will be driving
2. Absent of any medical condition, medications/alcohol/drugs that will impede the operation of a vehicle
3. You will obey all traffic laws while operating the vehicle
4. You will not "text" or operate any device that may distract you while driving the vehicle
5. Properly authorized use of a Suffolk City Public Schools vehicle for official travel
6. Will only transport authorized passengers for the purpose of official travel
7. The lift is to be operated only for wheelchairs.
8. Buses and vehicles must come back in good condition in order to avoid additional charges.
9. Buses and vehicles must be cleaned in order to avoid additional charges.
10. Elementary Schools must have 1 adult per every 10 students.

* I have read and understand the information above.

Level 01 Approval - Location Approval

Comment

Decision

Approved

Name

tinapaul@spsk12.net

Decision Date

Jan 7, 2025, 1:10:44 PM

Level 02 Approval - Second Level Location Approval

Comment

Decision

Designated Approver

keeshahicks@spsk12.net

Name

Decision Date

Level 07 Approval - Overnight/OOS Approval

Comment

Decision

Name

Decision Date



Application for Field Trip

Submit intact to the Athletic Director, Principal, or Bookkeeper/Secretary, at least 30 working days (6 weeks) prior to the scheduled date of the trip. All professional leave forms for this trip must be submitted with this form. All forms are to be done in blue or black ink only.

School/Organization Wansemond River HS Date Jan 6, 2025
Grade/Subject/Club 9-12 / Band / choir Teachers E Woodis

REQUEST FOR SPECIAL USE OF SCHOOL BOARD VEHICLE

(Personal cars are not to be used to transport students)

Date of Field Trip 2/21-22/25 Time Departing School 4:pm Time Returning to School 6:pm
Destination: James Madison U. Harrisonburg, VA on 2/21/25

School Bus _____ Number Needed _____

SPECIAL NEEDS BUS

Equipment Needed: W/C PCR Safety Vest

School Car Number Needed 1

Non-School Board Transportation	
Type:	_____
Furnished By:	_____

(School cars are not to be used to transport students)

Number of Students 4 Number of Classes 1

Overnight Trip? Yes No

Total Cost to Student approx \$200 *Other Costs Incurred _____

*Paid By student / parent

Names of Chaperones (Not including Teachers) parent responsible for student transportation.

Date Parental Permission Secured and Filed in Office Feb 21, 2025

Trip Requested By: E Woodis

Trip Received By: Michael Date: 1-6-25

(Any field trip is subject to last minute cancellation due to local, state, national and/or international situations)

NANSEMOND RIVER HIGH SCHOOL BAND
3301 Nansemond Parkway Suffolk, Virginia 23434 Phone (757) 923-4101 fax (757) 538-5430
email: edwoodis@spsk12.net Edward J. Woodis M.A. Ed, Director of Bands and Orchestra

Jan 6, 2025

Dear Parent(s),

CONGRATULATIONS!! Your child has been selected to participate in the VBODA All-State Band. All Virginia auditions will be held at *James Madison University in Harrisonburg, VA on February 22 @ 8 am.* The student registration information is handed to students during the All District band event on February 1. During this time students must commit to doing the audition or pass it onto the next chair eligible. If they commit to the audition, they must attend the audition. The audition takes place at the Forbes Center on the Campus of James Madison University, 147 Warsaw Avenue, Harrisonburg, Virginia. Parents are responsible for providing, participation fee, transportation, and hotel accommodations for the audition. If the student passes the audition, the school will be responsible for participation fee, transportation, and hotel accommodations. Congratulations again and I hope to see you at the All District Band Event on February 1.

**Andrew Perkins 1st Chair Tenor Sax
Nevaeh Raysor / 1st Chair Alto Sax
Jeyden Austin/ Alt 3rd Chair Oboe**

Again, Congratulations,

Yours truly,

Edward J Woodis

**Edward Woodis
Director of Bands**



SUFFOLK PUBLIC SCHOOLS
Field Trip Instructional Objectives

School NRHS

Person completing the form E Woodis

Grade Level 9-12

Date of Trip February 21 / 22

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

Objectives:	Correlated Standard of Learning:
TSW participate in All VA	HIB.5
Band auditions @ JMU in	
Harrisonburg, VA.	

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

1. R Woods
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

****PARENTS**

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

SPECIAL EDUCATION TEACHERS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

TEACHER ASSISTANTS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____