

# SUFFOLK PUBLIC SCHOOLS

(Attach to field trip application requiring School Board approval)

**Field Trip #:** 19889

**School:** Lakeland High School

**Grade/Subject/Club/Team:** V. Boys Basketball  
V. Cheerleading

**Date of Field Trip:** January 15, 2024

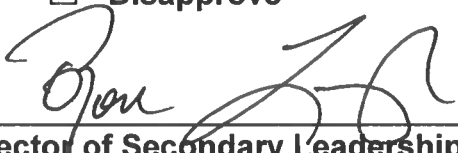
**Destination:** Elizabeth City State University, Elizabeth City, North Carolina

**Purpose:** Lakeland High School V. Boys Basketball Team and the Varsity Cheerleaders will participate in the R. L. Vaughan Border Clash Basketball Invitational at Elizabeth City State University.

**Objectives:** Lakeland High School V. Boys Basketball Team and the Varsity Cheerleaders will have the opportunity to participate in the R. L. Vaughan Border Clash Basketball Invitational at Elizabeth City State University in Elizabeth City, North Carolina.

☒ **Approve**

☐ **Disapprove**

  
\_\_\_\_\_  
**Director of Secondary Leadership**

  
\_\_\_\_\_  
**Date**

**School Board Action:**

☐ **Approve**

☐ **Disapprove**

\_\_\_\_\_  
**Clerk of the Board**

\_\_\_\_\_  
**Date**



Main

Trip Approval

Calendar

Reports

## Suffolk City Public Schools Travel Tracker

## Trips Pending Approval

Waiting on 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

19889

\* Category



Staff Only Travel



Travel With Students

\* Type of Trip

Athletic

\* 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 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 checked="" type="checkbox"/> V Boys Basketball | <input checked="" 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

1/15/2024

Monday

\* Time

10:00 AM

## Trip Return

\* Date

1/15/2024

Monday

\* Time

3:30 PM

Trip Year/Week 2024-03

\* 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 ⓘ

300 Lakeland High

214 Kenyon Rd, Suffolk, VA 23434

\* Main Destination ⓘ

Other (Type Below)



1704 Weeksville Rd, Elizabeth City, NC 27909, USA

Destination Not Listed ⓘ

Elizabeth City State University, Weeksville Road, Elizabeth City, N

Destination Name

NC

Add a Stop on the Way There

Add a Stop on the Return

\* Approximate Nbr of Miles Round Trip

101.93

CALCULATE MILES

\* Funding Source #1

Athletics

Budget Code

Est Trip Cost \$404.79

Est Bal \$255,000.00

Funding Source Desc

test of funding management

Budget Code Desc

Funding Approver

\* Teacher / Advisor / Staff Name

Clint Wright

\* Teacher / Advisor / Staff Phone #

7579255790

Teacher / Advisor / Staff Email

clintwrightsr@gmail.com

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

Emergency Contact Info

☒ Same as Teacher / Advisor / Staff

\* Emergency Contact Name

Clint Wright

\* Emergency Contact Phone #

7579255790

### Number of Individuals Making Trip

\* Male Adults 2

\* Female Adults 1

Total Adults 3

\* Male Students 15

\* Female Students 13

Total Students 28

### 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 :

Lakeland

\* 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

\* Date

1/15/2024

\* Time

10:00 AM

Vehicle Return

\* Date

1/15/2024

\* Time

3:30 PM

Total Trip Hours 5.50

\* Type of vehicles needed to reserve

Yellow Bus Yellow Bus *i*

\* How many vehicles do you need?

1

Vehicle Guidelines:

Elementary 64 and 77 passengers. Secondary 44 to 48

\* Need Lift?

☐ Yes ☒ No

Nbr Wheelchair Slots 0 Nbr Safety Vests 0 Nbr Fold Down Seats 0

Special Needs

☐ Portable Child Restraints (PCR) ☐ Safety Vests ☐ Wheel Chair Slot

Comments or Details Concerning Needs

Vehicle Driver Information

Owner

lakeyaboone@spsk12.net

Bld Id/Closing Date

24-01-14 01/11/2024

Reserve Vehicles

Location Used to Reserve Vehicles

300 Lakeland High  
lakeyaboone@spsk12.net

Trip Location Zone

Lakeland

Trip Year/Week:

Bld Id

24-01-14

Trip Hours:

Total Number of Vehicles Needed:

1

Number w/ Lift:

Person Submitting Request

gregoryroutree@spsk12.net

Date Submitted

Nov 17, 2023, 2:15:08 PM

► Trip Estimator (click to open and enter additional information for estimating trip cost)

Level 01 Approval - Location Approval

Comment

Decision

Approved

Name

gregoryroutree@spsk12.net

Decision Date

Nov 17, 2023, 2:16:16 PM

Level 02 Approval - Second Level Location Approval

Comment

Decision

☐ Approved ☐ Denied

Designated Approver

lindaliverman@spsk12.net

Name

Decision Date

Level 07 Approval - Overnight/OOS Approval

Comment

Decision

Name

Decision Date

Supporting Documents

  No file chosen

File Type

Size

File Name

Created On



Request Status Trip: 19889

Pending Second Level Location Approval

Final Approval Date

Email Audit Log:

**Subject:**

**Email Sent on:**

**Email Sent by:**

**Email Sent To:**

Date	User	Action
11/20/23, 11:50:10 AM	lindaliverman@spsk12.net	Save and Close Trip (Submit Page Determines Return)
11/20/23, 11:36:06 AM	lindaliverman@spsk12.net	Save and Close Trip (Submit Page Determines Return)
11/20/23, 7:40:31 AM	lindaliverman@spsk12.net	Save and Close Trip (Submit Page Determines Return)
11/20/23, 7:40:23 AM	lindaliverman@spsk12.net	Is this trip overnight, out-of-state, or greater than 200 miles one way? Yes selectec
11/17/23, 2:16:16 PM	gregoryroutree@spsk12.net	Save and Close Trip (Submit Page Determines Return)



Version 4.6.101



Linda Liverman &lt;lindaliverman@spsk12.net&gt;

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**Fwd: Border Clash: Matchup and Gametime**

1 message

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**Gregory Rountree** <gregoryroutree@spsk12.net>  
To: Linda Liverman <lindaliverman@spsk12.net>

Mon, Nov 20, 2023 at 11:02 AM

----- Forwarded message -----

From: **Clinton Wright** <clintwrightsr@gmail.com>  
Date: Fri, Nov 3, 2023 at 2:14 PM  
Subject: Fwd: Border Clash: Matchup and Gametime  
To: Greg Rountree <gregoryroutree@spsk12.net>

Clint Wright Sr  
(757) 237-5797 ©

Begin forwarded message:

**From:** Clayton Mercer <cmercer@ecu.edu>  
**Date:** November 3, 2023 at 2:00:29 PM EDT  
**To:** borderclashnc@gmail.com  
**Subject:** Border Clash: Matchup and Gametime

Greetings,

Thank you for participating in the R.L. Vaughan Border Clash Basketball Invitational on January 15, 2024. I am excited to welcome you back to the Vaughan Center in Elizabeth City, NC.

The Camden County Bruins will match up with the Lakeland Cavaliers. Gametime is set for 12:30 p.m. Camden County will be designated as the home team. The entire schedule for Border Clash will be released next week. Additional information will be provided soon.

Please contact me with any questions or concerns.

Thank you for your patience and support.

**CLAY MERCER**

Program Director, WRVS-FM / WRVS HD2

Co-Chair, Border Clash

**ELIZABETH CITY STATE UNIVERSITY**

1704 Weeksville Road | Elizabeth City, NC 27909

**Phone:** 252.335.3518 | **Fax:** 252.335.3769[cmercer@ecu.edu](mailto:cmercer@ecu.edu) | [www.ecu.edu/wrvs](http://www.ecu.edu/wrvs)



*A Constituent Institution of The University of North Carolina*

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Gregory Rountree  
*Director of Student Activities*  
Lakeland High School

**Making A Difference, One Student At A Time**

FIELD TRIP  
CHAPERONE LIST

Trip 19889

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

**TEACHERS**

1. Clinton Wright SR
2. Travell Almond
3. Lashonda Anderson
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**SPECIAL EDUCATION TEACHERS**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

**\*\*PARENTS**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**TEACHER ASSISTANTS**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_





**SUFFOLK PUBLIC SCHOOLS**  
**Field Trip Instructional Objectives**

School Lake land

Person completing the form Clinton Wright

Grade Level Boys Basketball

Date of Trip JANUARY 15, 2024

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

<b>Objectives:</b>	<b>Correlated Standard of Learning:</b>
Tournaments bring youth teams together	
For fun, friendly competition.	
To develop an understanding of the	
importance of sport in the pursuit	
of a healthy competitive setting	