

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

Field Trip #: 24720

School: Nansemond River High School

Grade/Subject/Club/Team: V. Football Team

Date of Field Trip: June 21, 2025

Destination: East Carolina University, Greenville, North Carolina

Purpose: Nansemond River High School V. Football Team will participate in the Blake Harrell Football Camps at East Carolina University in Greenville, North Carolina.

Objectives: Nansemond River V. Football Team will have the opportunity to participate in the Blake Harrell Football Camps at East Carolina University in Greenville, North Carolina. The football camp will help players enhance fundamental skills.

☒ **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

24720

* Category ☐ Staff Only Travel ☒ Travel With Students* Type of Trip

* 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"/> MS Cheer |
| <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 checked="" type="checkbox"/> V Football | <input type="checkbox"/> V Girls Basketball | <input type="checkbox"/> V Softball |
| <input type="checkbox"/> V Wrestling | | | |

Trip Leave

* Date 6/21/2025 Saturday
* Time 8:00 AM

Trip Return

* Date 6/21/2025 Saturday
* Time 9:00 PM

Trip Year/Week 2025-25

* 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 ⓘ

240 Nansemond River High

3301 Nansemond Parkway, Suffolk, VA 23435

Main Destination ⓘ Other (Type Below)

E 5th St, Greenville, NC 27858, USA

Destination Not Listed ⓘ East 5th Street, Greenville, NC, USA

Destination Name East Carolina University

Add a Stop on the Way There

Add a Stop on the Return

* Approximate Nbr of Miles
Round Trip

220.00

CALCULATE MILES

* Funding Source #1

School Allotment - Nansemond River High

Budget Code

Est Trip Cost \$894.00

Est Bal \$100,000.00

Funding Source Desc

Budget Code Desc

Funding Approver

* Teacher / Advisor / Staff Name

Howard Porter

* Teacher / Advisor / Staff Phone #

757-367-4194

Teacher / Advisor / Staff Email

howardporterjr@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

Howard Porter

* Emergency Contact Phone #

757-367-4194

Number of Individuals Making Trip

* Male Adults 4

* Female Adults 0

Total Adults 4

* Male Students 30

* Female Students 0

Total Students 30

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 :

NRHS Football

* 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 6/21/2025

* Time 8:00 AM

Vehicle Return

* Date 6/21/2025

* Time 9:00 PM

Total Trip Hours 13.00

* Type of vehicles needed to reserve

Yellow Bus Yellow Bus

* How many vehicles do you need?

1

Vehicle Guidelines

Elementary b4 an ! 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

taylorbracy@spsk12.net

Bid Id/Closing Date

25-06-15 06/12/2025

Reserve Vehicles

Location Used to Reserve Vehicles

240 Nansemond River High
taylorbracy@spsk12.net

Trip Location Zone

Nansemond River

Trip Year/Week:

Bid Id

25-06-15

Trip Hours:

Total Number of Vehicles Needed:

1

Number w/ Lift:

Person Submitting Request

tinapaul@spsk12.net

Date Submitted

Apr 21, 2025, 2:37:18 PM

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

Level 01 Approval - Location Approval

Comment

Decision

Approved

Name

tinapaul@spsk12.net

Decision Date

Apr 21, 2025, 2:38:43 PM

Level 02 Approval - Second Level Location Approval

Comment

Decision

☐ Approved ☐ Denied

Designated Approver

lindaliverman@spsk12.net

Name

Decision Date

Supporting Documents



Choose File

No file chosen

Add

File Type

Size

File Name

Created On

application/pdf

319 KB

Football East Carolina June 21.pdf

4/21/25, 2:38

image/x-png

158 KB

Football East Carolina University.png

4/21/25, 2:38

Save/Close



Send Email

Comment

Create Duplicate Request

Cancel Trip/Reservations

Reschedule Trip

Request Status Trip: 24720

Pending Second Level Location Approval

Final Approval Date

Email Audit Log:

Refresh

Page << First | < Previous |

Subject:

Email Sent on:

Email Sent by:

Email Sent To:

Date	User	Action	D
4/21/25, 2:39:51 PM	tinapaul@spsk12.net	Save and Close Trip (Submit Page Determines Return)	Ni
4/21/25, 2:38:43 PM	tinapaul@spsk12.net	Save Trip (Remains on Trip)	



Version 4.6.138



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 NBHS Date 4/11/25
Grade/Subject/Club Football Teachers A. Ricks
Coach H. Porter

REQUEST FOR SPECIAL USE OF SCHOOL BOARD VEHICLE
(Personal cars are not to be used to transport students)

Date of Field Trip 6/21/25 Time Departing School 8:00am Time Returning to School 9:00pm
Destination: East Carolina University E. 5th St., Greenville NC
School Bus ☒ Number Needed 1 27858

SPECIAL NEEDS BUS

Equipment Needed: W/C ☐ PCR ☐ Safety Vest ☐

School Car _____ Number Needed _____

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

Number of Students 30 Number of Classes _____

Overnight Trip? _____ Yes ☒ No ☐

Total Cost to Student \$0 *Other Costs Incurred _____

*Paid By NBHS Football

Names of Chaperones (Not including Teachers) Alonzo Ricks

Date Parental Permission Secured and Filed in Office _____

Trip Requested By: Harold Porter JR

Trip Received By: ImPaul Date: 4/21/25

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



SUFFOLK PUBLIC SCHOOLS
Field Trip Instructional Objectives

School NRHS

Person completing the form Howard Parker Jr

Grade Level Football coach

Date of Trip 6/21/25

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

Objectives:	Correlated Standard of Learning:
The football camp will help players enhance fundamental skills.	

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!!**

Coaches

~~**PARENTS~~

TEACHERS

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

SPECIAL EDUCATION TEACHERS

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

1. Alonzo Ricks
2. Howard Porter
3. Darwin Barber
4. Susan Elliott
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

TEACHER ASSISTANTS

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



BLAKE HARRELL

Football Camps

1 DAY CAMPS

JUNE 8 | JUNE 14 | JUNE 22

SPECIALIST CAMP

JUNE 8

BIG MAN CAMP

JUNE 21

BEAST OF THE EAST TV7

JUNE 21

REGISTER AT BLAKEHARRELLFOOTBALLCAMPSLLC.COM

"According to NCAA rules and regulations, all camps and clinics are open to any and all entrants regardless of skill/level (limited only by number, age, grade level and/or gender)."

