



Fleming Island High School

2233 Village Square Parkway

Fleming Island, FL 32003

Phone: (904) 336-7500

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Thomas E. Pittman
Principal

Rex Knight
Vice Principal

Chris Carella
Assistant Principal

Laurie Coburn
Assistant Principal

Tracey Finley
Assistant Principal

To: Treasure Pickett- K-12 Director Clay County School District

From: Christopher Otero- Head Coach Boys Cross Country
Suzanne Baker – Head Coach Girls Cross Country

CC: John Sgromolo- Coordinator District Athletic, Thomas Pittman- Principal FIHS,
Travis Cunningham- Athletic Director FIHS

SUBJECT: Overnight Travel to Tallahassee, FL for Cross Country Pre-State Meet

This is a letter to request the authorization to travel to Tallahassee, Florida on October 2nd to October 3rd for the Pre-State Cross Country Meet that will begin as early as 6:30am on Saturday October 3rd, 2020. The event will take place at Apalachee Regional Park in Tallahassee, FL. The rationale behind attending this meet is to (1) allow our athletes to experience and get familiar with this course due to the fact that the FHSAA State Championships will be taking place in the same location in November, and (2) provides our athletes the opportunity to compete with and against some of the best athletes in the state of Florida.

This year, as in years past, we will be traveling with select members of our Varsity team only. This team includes 10 athletes from each team (boys and girls). We plan to stay overnight the night prior to the meet at a local hotel in the Tallahassee area because the meet starts at 6:30am. Mode of Transportation for athletes will be either (1) parents driving their child or (2) with coaches in rented 7 passenger vans. Note that all social distancing guidelines will be met. Athletes will wear masks when social distancing cannot be attained. Lodging will be provided with athletes pairing up in rooms, thus allowing social distancing requirements to be met. Some athletes will travel and stay with parents as well. There will be no penalty to the athlete if he/she chooses not to attend due to COVID-19 concerns. All athletes will adhere to any temperature checks, symptomatic questionnaires and/or COVID-19 waivers that may be required to travel or participate in the meet.

V/R,

Christopher Otero
Fleming Island High School
Head Coach Boys Cross Country

"Preparing tomorrow's leaders, today."

SCHOOL DISTRICT OF CLAY

FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

September 3, 2020

1. School Requesting: FIHS XC-Bo
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) ☒ Commercial Carrier _____ Other ☒ RENTAL VANS
 If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 10/2/20 - 10/3/20 Destination*: TALLAHASSEE FL
5. Group Taking Trip: BOYS XC TEAM VARSITY
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. CHRIS OTERO, DAVE ALLEN
7. Educational Value of Field Trip: FSU PRE-STATE XC MEET
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 15 Number of Chaperones*: 2
10. Cost Per Student: 0 Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 12:30 PM 10/2/20 Returning Time*: 4:00 PM 10/3/20

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

CHRIS OTERO

Teacher, Team Leader, Department Head, Etc. _____

Principal _____

Assistant Superintendent _____

Superintendent _____

SEC-1-2723; E. 2/13/2019

7/1/20

Date

7/1/20

Date

7/10/20

Date

Date

SCHOOL DISTRICT OF CLAY

FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED

PENDING BOARD APPROVAL

September 3, 2020

1. School Requesting: FIHS XC - GIRL
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) ☒ Commercial Carrier _____ Other ☒ Rental Vans
 If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 10/2 - 10/3/20 Destination*: Tallahassee FL
5. Group Taking Trip: GIRLS XC TEAM VARSITY
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. SUZANNE BAKER, LISA ADAMS
7. Educational Value of Field Trip: FSU PRE-STATE XC MEET
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 15 Number of Chaperones*: 2
10. Cost Per Student: 0 Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 12:30pm 10/2 Returning Time*: 4:00pm 10/3

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All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Suzanne Baker

Teacher, Team Leader, Department Head, Etc.

Principal [Signature]

Assistant Superintendent [Signature]

Superintendent [Signature]

SEC-1-2723; E. 2/13/2019

7/1/20

Date

7/1/20
Date

7/20/20
Date

[Signature]
Date

September 3, 2020

SCHOOL DISTRICT OF CLAY

FIELD TRIP REQUEST

1. School Requesting: ETHS XC - Boys
2. Transportation (Check One):
 School Bus(s) ☒ Private Vehicle(s) _____ Commercial Carrier _____ Other _____
 If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 11/6-11/7/20 Destination*: TALLAHASSEE FL
5. Group Taking Trip: XC STATE CHAMPIONSHIPS
Boys
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____
7. Educational Value of Field Trip: _____

8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____

9. Number of Students*: 20 Number of Chaperones*: 4
10. Cost Per Student: \$ 50.00 Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 12:30pm 11/6 Returning Time*: 4:00pm 11/7

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Bus Requisition Number(s): _____

CHRIS OTERO
 Teacher, Team Leader, Department Head, Etc.

[Signature]
 Principal

[Signature]
 Assistant Superintendent

[Signature]
 Superintendent

SEC-1-2723; E. 2/13/2019

7/1/20
 Date

7/1/20
 Date

7/20/20
 Date

[Signature]
 Date

SCHOOL DISTRICT OF CLAY C

FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED

PENDING BOARD APPROVAL

September 3, 2020

1. School Requesting: FIHS XC - GIRL
2. Transportation (Check One):
 School Bus(s) ☒ Private Vehicle(s) _____ Commercial Carrier _____ Other _____
 If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes ☒ No _____ Trip(s) Out-of-State: Yes _____ No ☒
4. Dates of Field Trip*: 11/6-11/7/20 Destination*: TALLAHASSEE FL
5. Group Taking Trip: XC STATE CHAMPIONSHIPS
GIRLS
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____
7. Educational Value of Field Trip: _____

8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____

9. Number of Students*: 20 Number of Chaperones*: 4
10. Cost Per Student: \$50.00 Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 12:30pm 11/6/20 Returning Time*: 4:00pm 11/7/20

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All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Suzanne Baker
 Teacher, Team Leader, Department Head, Etc.

[Signature]
 Principal

[Signature]
 Assistant Superintendent

[Signature]
 Superintendent

SEC-1-2723; E. 2/13/2019

7/1/20
 Date

7/1/20
 Date

7/20/20
 Date

 Date