

2/5/26



Clay County District Schools Field Trip Request Form

School Requesting:	*OTH* District Office
Staff Requesting:	Paula Summers, Sponsor paula.summers@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade District Academic Team N/A
Destination:	Universal Sapphire Falls Resort
Educational Value	District Academic Team will participate in the Commissioner's Academic Challenge
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 4/9/2026 5:00:00 Ends: 4/11/2026 23:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	District Vehicle
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Paula Summers
Anticipated # of Students:	5
Cost Per Student and What it Covers:	0 registration, lodging, activity
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	0 registration, lodging, activity
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	Secondary Ed
Blanket Request:	No

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Paula Summers</i> 1/7/2026 8:28:38
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>[Signature]</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature]</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>[Signature]</i>

*District Use Only	
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <u>2/5/26</u>
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

2/5/26



Clay County District Schools Field Trip Request Form

School Requesting:	*JR* Lakeside Junior High
Staff Requesting:	Rebecca Roberts, Sponsor rebecca.roberts@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Fine Arts, Social Studies N/A
Destination:	New York City
Education Value	Students will be able to visit and experience historical and educational sights that are taught and/or discussed in civics, US history, science and fine arts.
FLDOE Standards/Benchmarks	Standard 1 SS.8.CG.1: Demonstrate an understanding of the origins and purpose of government, law and the American political system. Standard 2 VA.68.H.2.2: Explain the impact artwork and utilitarian objects have on the human experience. Standard 3 MU.68.H.2.1: Describe the influence of historical events and periods on music composition and performance.
Field Trip Details: Start/End Date/Time	Starts: 2/7/2027 17:30:00 Ends: 2/14/2027 10:00:00
Overnight:	Yes
Out-Of-State:	Yes
Type of Transportation:	Train (Amtrack)
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	100
Cost Per Student and What it Covers:	2509 Travel/Hotel/Entry Fees
Anticipated # of Chaperones:	10
Cost Per Chaperone and What it Covers:	2714 Travel/Hotel/Entry Fees
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.

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Budget Code/Course to Be Charged:	Internal Account
Blanket Request:	No
Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Rebecca Roberts</i> 11/12/2025 14:02:00
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here <i>12/9/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here <i>12/10/25</i>
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here <i>12/18/25</i>

*District Use Only	
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) _____
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) <i>Jan. 2026</i> . Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) <i>2/5/26</i> .
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

2/5/26



Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Fleming Island High
Staff Requesting:	Michael Martino, Coach michael.martino@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Baseball
Destination:	Panama City Florida 32401
Educational Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 3/16/2026 12:00:00 Ends: 3/19/2026 15:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Parents are transporting their own player
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	20
Cost Per Student and What it Covers:	Parents are paying for rooms and food Parents are paying for rooms and food
Anticipated # of Chaperones:	5
Cost Per Chaperone and What it Covers:	Chaperones are paying their own way Chaperones are paying their own way
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	Baseball #1141
Blanket Request:	No
Schedule for Blanket Requests:	

Handwritten initials

(if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Michael P Martino</i> 1/5/2026 17:22:25
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>me mmy 1/6/26</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature] 1/6/26</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Kuri 1/6/26</i>

***District Use Only**

ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) 2/5/24

ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.

CTE EVENT
Event was Pre-Approved at the School Board meeting on (Date) _____.



2/5/26

Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Fleming Island High
Staff Requesting:	Sarah Pederson, Teacher sarah.pederson@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Before/After School Club N/A
Destination:	University of South Florida St Petersburg Campus
Educational Value	Members of the Marine Science "FISH" Club will be competing in the Spoonbill Bowl. The Spoonbill Bowl is a state-wide competition that quizzes students on their knowledge of marine science.
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 2/13/2026 16:00:00 Ends: 2/14/2026 20:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Private Vehicle(s)
Charter Bus Company (if applicable):	n/a
Legal Name of Approved Drivers (if applicable)	Sarah Pederson, Celena Knowles and/or Kelly Morris
Anticipated # of Students:	12
Cost Per Student and What it Covers:	\$100 \$50
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	\$75 \$0
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	Internal Accounts 40800, NOSB
Blanket Request:	No

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Sarah Pederson</i> 12/19/2025 11:44:45
Principal Signature and Date	Principal Signs Here <i>Thomas Pittman</i> Principal Inserts Date Here 1/5/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here 1/6/26
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here 1/6/26

*District Use Only	
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <u>2/3/26</u>
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Clay County District Schools

Field Trip Request Form

2/5/26

School Requesting:	*HS* Keystone Heights Junior/Senior High
Staff Requesting:	Richard Hall, JROTC Senior Army Instructor richard.hall@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade (11 th & 12 th) ROTC, JROTC Senior and LET4 Cadets NA
Destination:	St Augustine Castillo de San Marcos National Monument, 11 S Castillo Dr, St. Augustine, FL 32084, Fort Matanzas, 8635 A1A S, St. Augustine, FL 32080, Marineland Dolphin Adventure, 9600 N Oceanshore Blvd St. Augustine, FL 32080, Daytona Flea Market, 1425 Tomoka Farms Rd, Daytona Beach, FL 32124, Daytona International Speedway, 1801 W. International Speedway Blvd, Daytona Beach, FL 32114, Patrick Space Force Base, 840 Falcon Ave, Patrick SFB (Cocoa Beach), FL 32925, Space Coast Inn, 820 Falcon Ave, Patrick SFB, FL 32925, Canaveral National Seashore, 7611 Atlantic Ave S, New Smyrna Bch, FL 32169, Cocoa Beach Pier, 401 Meade Ave Cocoa Beach, FL 32931
Education Value	Standard 5 PE.912.R.5 : Exhibit responsible personal and social behavior that respects self and others in physical-activity settings. Standard 1 SS.912.A.1 : Use research and inquiry skills to analyze American history using primary and secondary sources. Standard 5 SS.912.G.5 : Understand how human actions can impact the environment. Standard 1 PE.912.M.1 : Demonstrate competency in many, and proficiency in a few, movement forms from a variety of categories.
FLDOE Standards/Benchmarks	NA
Field Trip Details: Start/End Date/Time	Starts: 2/13/2026 7:30:00 Ends: 2/15/2026 17:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Private Vehicle(s), Rental Vehicle
Charter Bus Company (if applicable):	NA
Legal Name of Approved Drivers (if applicable)	Richard Hall (Rental Vehicle)
Anticipated # of Students:	Seven

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Cost Per Student and What it Covers:	\$200 Lodging at Space Coast Inn for two nights
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	\$300 Lodging at Space Coast Inn, Buying a dinner meal for Cadets
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	#3167, Army JROTC
Blanket Request:	No
Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Richard D. Hall</i> <i>Richard D. Hall Dec 9, 2025</i> 12/9/2025 10:47:54
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>Ben Sturwood 12/9/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>JP 12/10/25</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Davis 12/18/25</i>

*District Use Only	
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <u>2/5/26</u>
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

2/5/26



Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Keystone Heights Junior/Senior High
Staff Requesting:	Jessica Marquart, Coach jessica.marquart@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Softball
Destination:	Fortune Road Athletic Complex 2500 Fortune Road Kissimmee, FL 34744
Education Value	NA
FLDOE Standards/Benchmarks	NA
Field Trip Details: Start/End Date/Time	Starts: 4/2/2026 8:00:00 Ends: 4/4/2026 17:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Parents Drive
Charter Bus Company (if applicable):	NA
Legal Name of Approved Drivers (if applicable)	NA
Anticipated # of Students:	14
Cost Per Student and What it Covers:	0 NA
Anticipated # of Chaperones:	3
Cost Per Chaperone and What it Covers:	0 NA
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	1146
Blanket Request:	No

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Jessica Marquart</i> 11/6/2025 11:15:16
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>Ben Anderson</i> <i>1/5/26</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>J. H. Hest</i> <i>1/6/26</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Rini</i> <i>1/6/26</i>

*District Use Only	
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <i>2/3/26</i>
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Clay County District Schools

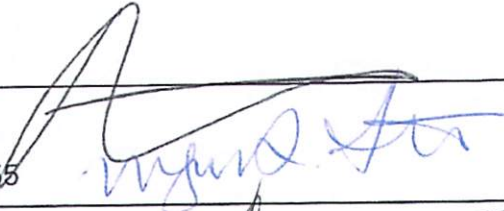


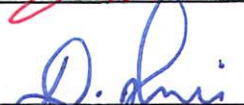
Field Trip Request Form

2/5/26

School Requesting:	*HS* Middleburg High
Staff Requesting:	Megan Tatro, Teacher megan.tatro@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Fine Arts na
Destination:	Tampa Convention Center, 333 S Franklin St, Tampa, FL 33602 we are staying at the Holiday Inn Tampa Airport We 700 N Westshore Blvd, Tampa, FL 33609stshore
Education Value	Auditioned All State Chorus Event. Students will sing with students from all over the state of Florida and learn from high-caliber musicians as their clinicians and conductors.
FLDOE Standards/Benchmarks	MU.912.S2.1 Apply the ability to memorize and internalize musical structure, accurate and expressive details, and processing skills to the creation or performance of music literature. MU.912.S2.2 Transfer expressive elements and performance techniques from one piece of music to another.
Field Trip Details: Start/End Date/Time	Starts: 1/14/2026 17:00:00 Ends: 1/17/2026 12:00:00
Overnight:	<input checked="" type="radio"/> Yes
Out-Of-State:	<input checked="" type="radio"/> No
Type of Transportation:	Parents responsible for student transportation.
Charter Bus Company (if applicable):	na
Legal Name of Approved Drivers (if applicable)	n/a parents responsible for transporting their students.
Anticipated # of Students:	4
Cost Per Student and What it Covers:	\$254 Hotel Stay & Conference Registration
Anticipated # of Chaperones:	4
Cost Per Chaperone and What it Covers:	\$275 Hotel Stay & Conference Registration
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all

Approved

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	chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	2200 Chorus
Blanket Request:	No
Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	Megan R. Tatro  12/2/2025 7:44:55 12/3/25 12/2/25
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here  12/3/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here  12/10/25 12/8/25
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here  12/18/25

*District Use Only	
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) _____
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) <u>1/8/26</u> . Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) <u>2/3/26</u> .
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Clay County District Schools Field Trip Request Form

2/5/26

School Requesting:	*HS* Middleburg High
Staff Requesting:	Kamryn Smith, Teacher kamryn.smith@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade CTE N/A
Destination:	Florida Captiol- Tallahassee, FL
Education Value	Students will be engaged in legislative trainings before meeting with state representatives and senators. During these visits, they will be able to communicate the current needs of the agricultural industry. They will learn and practice important communication skills while learning how to communicate professionally and effectively.
FLDOE Standards/Benchmarks	08.01 Identify the opportunities for leadership development available through the National FFA Organization and other agricultural groups. 08.03 Participate in a business meeting using Robert's Rules of Order. 08.04 Model leadership characteristics.
Field Trip Details: Start/End Date/Time	Starts: 1/26/2026 7:00:00 Ends: 1/28/2026 14:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	District Vehicle
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Kamryn Smith/Melissa Hendricks
Anticipated # of Students:	3-4
Cost Per Student and What it Covers:	0 n/a
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	0 n/a
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.

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Budget Code/Course to Be Charged:	FFA 4031
Blanket Request:	No
Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Kamryn Smith</i> 12/10/2025 15:17:43 <i>Kamryn Smith</i>
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>12/12/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>12/15/25</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Huri 12/18/25</i>

*District Use Only	
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) _____
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) <u>1/3/26</u> . Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) <u>2/3/26</u> .
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Clay County District Schools

Field Trip Request Form

2/5/26

School Requesting:	*HS* Oakleaf High
Staff Requesting:	Alexandra Abreu-Figueroa, Teacher alexandra.abreufigueroa@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Fine Arts N/A
Destination:	Tampa Convention Center, 333 S Franklin St, Tampa, FL 33602
Education Value	This event will provide students with an opportunity to perform in a state honor choir and gain valuable performance experience, enriching their musical education and vocal development.
FLDOE Standards/Benchmarks	-MU.912.S.2.1: Apply the ability to memorize and internalize musical structure, accurate and expressive details, and processing skills to the creation or performance of music literature. -MU.912.S.2.2: Transfer expressive elements and performance techniques from one piece of music to another. -MU.912.S.3.1: Synthesize a broad range of musical skills by performing a varied repertoire with expression, appropriate stylistic interpretation, technical accuracy, and kinesthetic energy. -MU.912.S.3.5: Develop and demonstrate proper vocal or instrumental technique.
Field Trip Details: Start/End Date/Time	Starts: 1/14/2026 7:00:00 Ends: 1/17/2026 10:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Private Vehicle(s)
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Frankia Breedlove (transporting their student - Aleah Breedlove)
Anticipated # of Students:	1
Cost Per Student and What it Covers:	\$75 All State Registration and Music
Anticipated # of Chaperones:	1
Cost Per Chaperone and	\$0

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What it Covers:	N/A
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	Internal Account Chorus 2200
Blanket Request:	No
Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Alexandra Abreu-Figueroa</i> 11/17/2025 9:20:48
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here <i>12/15/26</i> w/new chorus teacher
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here <i>12/15/25</i>
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here <i>12/18/25</i>

*District Use Only	
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) _____
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) <u>1/8/26</u> . Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) <u>2/5/26</u> .
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



2/5/26 ✓

Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Orange Park High
Staff Requesting:	Kingsley Pryce, Teacher kingsley.pryce@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Marine Corps Recruit Depot, Parris Island SC
Education Value	Introduce students to a possible career path.
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 3/4/2026 9:00:00 Ends: 3/6/2026 18:00:00
Overnight:	Yes
Out-Of-State:	Yes
Type of Transportation:	Charter Bus
Charter Bus Company (if applicable):	Robbins Charter Coach, Inc
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	40
Cost Per Student and What it Covers:	N/A N/A
Anticipated # of Chaperones:	4
Cost Per Chaperone and What it Covers:	N/A N/A
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	3167
Blanket Request:	No
Schedule for Blanket Requests:	

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(if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Kingsley Pryce</i> 12/11/2025 9:11:40
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here 12/23/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here 1/2/26
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here 1/5/26

*District Use Only	
<input checked="" type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <u>2/5/26</u>
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Pryce, Kingsley <kingsley.pryce@myoneclay.net>

FW: ROTC VISIT F/U

Pryce, Kingsley <kingsley.pryce@myoneclay.net>
Draft

Thu, Dec 11, 2025 at 9:25 AM

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

From: Llamas SSgt Jesus M JR <jesus.m.llamas@usmc.mil>
Date: Tue, Oct 7, 2025 at 12:48 PM
Subject: FW: ROTC VISIT F/U
To: kingsley.pryce@myoneclay.net <kingsley.pryce@myoneclay.net>

As requested.

From: Smithers GySgt Timothy R <Timothy.Smithers@usmc.mil>
Sent: Wednesday, October 1, 2025 8:05 AM
To: Llamas SSgt Jesus M JR <jesus.m.llamas@usmc.mil>
Cc: kingsley.pryce@myoneclay.net
Subject: RE: ROTC VISIT F/U

Good Morning Gunnery Sgt.,

I have received your visit request and your spot is secure.

Very Respectfully,

Gunnery Sgt. Smithers, Timothy R.

Assistant Operations Chief

G-3 MCRD PI/ERR

843-228-3481

Timothy.smithers@usmc.mil

From: Llamas SSgt Jesus M JR <jesus.m.llamas@usmc.mil>
Sent: Tuesday, September 30, 2025 3:27 PM
To: Smithers GySgt Timothy R <Timothy.Smithers@usmc.mil>
Cc: kingsley.pryce@myoneclay.net
Subject: RE: ROTC VISIT F/U

Good afternoon GySgt,

Just spoke with GySgt Price. The request should've been for March 4th through the 6th. He is available via phone (904) 460-6297 or email (CC'd).

From: Smithers GySgt Timothy R <Timothy.Smithers@usmc.mil>
Sent: Tuesday, September 30, 2025 11:07 AM
To: Llamas SSgt Jesus M JR <jesus.m.llamas@usmc.mil>
Subject: RE: ROTC VISIT F/U

Good Morning Staff Sgt.,

What's the date range?

Very Respectfully,

Gunnery Sgt. Smithers, Timothy R.

Assistant Operations Chief

G-3 MCRD PI/ERR

843-228-3481

Timothy.smithers@usmc.mil

From: Llamas SSgt Jesus M JR <jesus.m.llamas@usmc.mil>
Sent: Tuesday, September 30, 2025 9:55 AM
To: Smithers GySgt Timothy R <Timothy.Smithers@usmc.mil>
Subject: ROTC VISIT F/U

Good morning GySgt,

GySgt Price called from ROTC asking about a visit request he submitted. His phone number is (904) 460-6297.

V/R

SSgt Llamas J. M.

SNCO/Chief

Emergency Operations Center, G-3



2/5/26 ✓

Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Orange Park High
Staff Requesting:	Kingsley Pryce, Teacher kingsley.pryce@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Coffee HS, 159 trojan Way, Douglas, Ga 31533
Education Value	Competing together will lead to improved teamwork and camaraderie within our NJROTC unit
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 2/6/2026 9:00:00 Ends: 2/7/2026 21:00:00
Overnight:	Yes
Out-Of-State:	Yes
Type of Transportation:	Charter Bus
Charter Bus Company (if applicable):	Robbins Charter Coach, inc
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	40
Cost Per Student and What it Covers:	N/A N/A
Anticipated # of Chaperones:	4
Cost Per Chaperone and What it Covers:	N/A N/A
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	3167
Blanket Request:	No

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Kingsley Pryce</i> 12/11/2025 9:16:19
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>[Signature]</i> 12/21/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature]</i> 1/2/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>[Signature]</i> 1/6/26

*District Use Only
<input checked="" type="checkbox"/> ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <u>2/5/26</u>
<input type="checkbox"/> ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
<input type="checkbox"/> CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Navy Junior Reserve Officer Training Corps

Area 10 AMI Instruction

1 Jul 25

From: Navy Junior Reserve Officer Training Corp, Area 10 Manager

To: Area 10 Competitors

Subj: AREA 10 DRILL MEET LOI

Ref: (a) Navy Nationals SOP (www.thenationals.net)
(b) Area-10 Sanctioned Drill Meet SOP

Encl: (1) Agreement of Indemnity
(2) Entry Form
(3) Competing Schools & Matrix Link to Scoring
(4) Roster Forms (Academic, Push-Ups/Curl-Ups)
(5) Personnel Inspection Roster

1. Purpose. This LOI establishes the rules and guidelines for all Area 10 Drill Meets. Host schools will release a matrix for the event.

2. Drill Meets.

- a. Host school for the following year will be verified during In-service Training and will be included as enclosure. The host schools will automatically qualify for the Championship.
- b. There will be three Sanctioned Meets and the Area 10 Championship each year. Three meets will be held in Jacksonville, FL. The championship will be held in Douglas, Georgia at Coffee High School
- c. The Sanctioned Meets will be 16 teams meets and the championship will be a 12 team meet.
- d. Host Schools cannot compete in their own Sanctioned Meets.
- e. The top three (non-qualified) schools from the Nease and Terry Parker Drill meet, the top two schools from the Mandarin drill meet and one school from the panhandle area will qualify for the Area 10 Championship.

3. Cost.

- a. Sanctioned Meets. The cost for a Sanctioned meet will be \$450. The cost will include the entry fee and meals for 25 cadets; additional meals will be \$9.00 per cadet. Fees must be sent 60 days prior to the meet. Teams that have not paid 60 days prior to the event may be dropped from the event and an alternate added in their place. Alternate must also pay 60 days prior to the meet.
- b. Area 10 Championship. The cost will be \$500. Coffee High school is the host payment of \$300 to them and \$200 to the Hibbard Foundation. The fees cover entry and meals for the 25 cadets; additional meals will be \$9.00 per cadet.



Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Orange Park High
Staff Requesting:	Timothy McAllister, Teacher timothy.mcallister@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Tampa, conference address not yet available
Educational Value	Florida State Cyber Championship
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 3/4/2026 7:00:00 Ends: 3/6/2026 20:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Cyber Florida provided
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	10
Cost Per Student and What it Covers:	None; Cyber Florida and NJROTC will cover all costs transportation, entry fees, food & lodging
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	Cyber Florida and NJROTC will cover all costs transportation, entry fees, food & lodging
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	OP NJROTC #3167
Blanket Request:	No
Schedule for Blanket Requests:	

(if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Timothy McAllister</i> 1/6/2026 12:41:48
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>[Signature]</i> 1/8/24
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature]</i> 1/12/24
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>[Signature]</i> 1/12/26

*District Use Only	
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) _____
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) _____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
<input type="checkbox"/>	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Mcallister, Timothy <timothy.mcallister@myoneclay.net>

Cyber Florida

2 messages

Mcallister, Timothy <timothy.mcallister@myoneclay.net>
To: Candi Ring <clring@usf.edu>

Tue, Jan 6, 2026 at 12:48 PM

Happy new year Candi:

Orange park is preparing for the Cyber Florida meet in March. In order to get approval I need the qualification email Which I misplaced.

Would you be able to re send along with any additional information such as hotel name and location etc...
Thanks so much, the cadets are VERY excited!

/R

Tim

--

Timothy McallisterOPH TEACHER, ROTC/MILITARY SH
OPH**Clay County District Schools**

| phone 904-336-8675 | ext 68675

| web oneclay.net | email timothy.mcallister@myoneclay.net

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail regarding official business to the District or any of its employees. Instead, contact the District or individual employee by phone or in writing.



Candi Ring <clring@usf.edu>
To: "Mcallister, Timothy" <timothy.mcallister@myoneclay.net>

Tue, Jan 6, 2026 at 12:56 PM

Hi Tim,

Happy New Year! Since those emails were auto generated through our HubSpot system, I can't resend the email, but I can provide the information here.

State Finals:

Florida-Student303

Florida-Student302

Virtual Finals:

Florida-Student297

Florida-Student296

Florida-Student300

Florida-Student298

We do not have additional information about the in-person event at this time. Please keep an eye on your email for more info as it becomes available.

Candi

From: Mcallister, Timothy <timothy.mcallister@myoneclay.net>

Sent: Tuesday, January 6, 2026 12:48 PM

To: Candi Ring <clring@usf.edu>

Subject: Cyber Florida

[Quoted text hidden]

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. This communication may contain privileged and confidential information intended only for the addressee(s) named above. If you are not the intended recipient, you are hereby notified that any review, dissemination, distribution or duplication of this communication is strictly prohibited. If you are not the intended recipient, please notify the sender by reply email and destroy all copies of the original message.

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.



Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Fleming Island High
Staff Requesting:	Kevin Mathews, Teacher kevin.mathews@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Coffee County High School, Coffee County, Georgia 159 Trojan Way Douglas, Georgia 31533
Educational Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 2/7/2026 4:30:00 Ends: 2/7/2026 21:00:00
Overnight:	No
Out-Of-State:	Yes
Type of Transportation:	Charter Bus
Charter Bus Company (if applicable):	We are waiting on a quote from Academy and Annett. We will utilize the best quote
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	40
Cost Per Student and What it Covers:	N/A N/A
Anticipated # of Chaperones:	5
Cost Per Chaperone and What it Covers:	N/A N/A
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	0551
Blanket Request:	No

Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	<i>Chief Petty Officer Kevin W. Mathews</i> 1/7/2026 9:10:52
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>1/6/26</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>1/7/26</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>1/7/26</i>

*District Use Only	
<input type="checkbox"/>	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) _____
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