



11/6/25

Clay County District Schools Field Trip Request Form

School Requesting:	*JR* Lake Asbury Junior High
Staff Requesting:	Haley Moore, Coach haley.moore@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Cheerleading
Destination:	Orlando, Wide World of Sports
Education Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 2/5/2026 6:30:00 Ends: 2/9/2026 17:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Charter Bus, Private Vehicle(s), Will depend if we can get a charter bus for the days needed at a decent rate.
Charter Bus Company (if applicable):	Am still working on quotes from approved vendors.
Legal Name of Approved Drivers (if applicable)	N/A - will update if we don't get the charter bus
Anticipated # of Students:	25
Cost Per Student and What it Covers:	\$1,300 Bus, hotel, competition fee, competition events put on by UCA
Anticipated # of Chaperones:	3
Cost Per Chaperone and What it Covers:	\$500 Bus, hotel, competition entrance and tickets to all UCA events for the team
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:	1300
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>Hailey Moore</i> 10/2/2025 8:57:23
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here <i>10-6-25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here <i>10/11/25</i>
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here <i>10/15/25</i>

*District Use Only	
☒	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <i>11/6/25</i>
☐	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) _____.



Clay County District Schools

Field Trip Request Form

11/4/25



School Requesting:	*HS* Clay High
Staff Requesting:	Lori Davis, Coach lori.davis@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Competitive Cheerleading
Destination:	ESPN Wide World of Sports, 700 S Victory Way, Kissimmee, FL 34747 and Disney's All-Star Sports Resort 1701 West Buena Vista Drive Lake Buena Vista, Florida 32830-8401
Education Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 2/4/2026 13:30:00 Ends: 2/9/2026 13:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Charter Bus
Charter Bus Company (if applicable):	A CANDIES COACHWORKS
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	22
Cost Per Student and What it Covers:	\$900 (part fundraised, part parent pays) WDW Hotel stay, bus transportation to & from hotel and the Wide World of Sports, competition registration/fees, tickets
Anticipated # of Chaperones:	3
Cost Per Chaperone and What it Covers:	N/A (3 coaches) Same as athlete's cost above
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:	Activity Account: 13550 Cheer Competition

21

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>Lori Davis</i> 9/9/2025 12:22:04
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>Y. Hatter 9/15/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature] 9/19/25</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Pini 9/22/25</i>

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



Clay County District Schools

Field Trip Request Form

11/6/25



School Requesting:	*HS* Clay High
Staff Requesting:	Prince Byrd, Teacher prince.byrd@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Fine Arts, Band and Chorus n/a
Destination:	New York, New York
Education Value	Students will attend various performances including high quality Broadway shows, the philharmonic and dinner theater. Students will also visit iconic locations and learn about important American history and culture through visits to the 911 Memorial, 911 Museum, the Empire State building, Lincoln Center and many others.
FLDOE Standards/Benchmarks	MU.912.C.2.2 Evaluate performance quality in recorded and/or live performances. MU.912.H.1.1 Investigate and discuss how a culture's traditions are reflected through its music. MU.912.C.3.1 Make critical evaluations, based on exemplary models, of the quality and effectiveness of performances and apply the criteria to personal development in music
Field Trip Details: Start/End Date/Time	Starts: 3/22/2027 5:00:00 Ends: 3/25/2027 22:00:00
Overnight:	Yes
Out-Of-State:	Yes
Type of Transportation:	Commercial Airline, Travel through Greenlight
Charter Bus Company (if applicable):	n/a - Travel through Greenlight
Legal Name of Approved Drivers (if applicable)	n/a
Anticipated # of Students:	60
Cost Per Student and What it Covers:	\$1,944 Ground Package Includes • Round trip flight (does not include luggage fees) Estimated at \$350 • Motor coach transfers to and from the New York airport (some of the New York transportation will be by subway and walking) • Subway pass • Dedicated tour manager • Three nights lodging in interior corridor hotel in Midtown Manhattan • 9/11 Memorial and Museum • Hadestown on Broadway • Broadway Clinic • Lincoln

	Center • Fabulous 5 th Avenue • Times Square • Central Park • Cruise around the Statue of Liberty • Empire State Building • Chinatown • Breakfast daily • Lunch at Chelsea Market • Lunch at Rockefeller Center • Lunch at Hudson Eats • Lunch at Paesano's Little Italy • Dinner at Havana Central • Dinner at Ellen's Stardust Diner • Dinner at Carmines • Dinner in the airport Two million dollar liability insurance policy • Name badges with emergency phone numbers and a mini itinerary • Standard trip delay protection • Nighttime hotel security, so you can sleep • Three complimentary director's packages: 2 at double occupancy and one at single occupancy • Online registration and billing
Anticipated # of Chaperones:	10
Cost Per Chaperone and What it Covers:	\$1,944 Ground Package Includes • Round trip flight (does not include luggage fees) Estimated at \$350 • Motor coach transfers to and from the New York airport (some of the New York transportation will be by subway and walking) • Subway pass • Dedicated tour manager • Three nights lodging in interior corridor hotel in Midtown Manhattan • 9/11 Memorial and Museum • Hadestown on Broadway • Broadway Clinic • Lincoln Center • Fabulous 5 th Avenue • Times Square • Central Park • Cruise around the Statue of Liberty • Empire State Building • Chinatown • Breakfast daily • Lunch at Chelsea Market • Lunch at Rockefeller Center • Lunch at Hudson Eats • Lunch at Paesano's Little Italy • Dinner at Havana Central • Dinner at Ellen's Stardust Diner • Dinner at Carmines • Dinner in the airport Two million dollar liability insurance policy • Name badges with emergency phone numbers and a mini itinerary • Standard trip delay protection • Nighttime hotel security, so you can sleep • Three complimentary director's packages: 2 at double occupancy and one at single occupancy • Online registration and billing
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:	Direct payment and agreement to Greenlight by parents/students
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>Prince Byrd</i> 9/22/2025 20:52:47
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>[Signature]</i> 9/25/25

Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature]</i> 1/25/25
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Blair</i> 9/30/25

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



Clay County District Schools

Field Trip Request Form

School Requesting:	*HS* Clay High
Staff Requesting:	James Reape, Coach james.reape@myoneclay.net
Grade Level and Subject/Program:	Eleventh Athletics Wrestling
Destination:	Smoky Mountain Duals -Gatlinburg, TN
Education Value	Opportunity to compete against the best teams in the Southeast. Expose our athletes to New and different places.
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 12/12/2025 14:00:00 Ends: 12/15/2025 20:00:00
Overnight:	Yes
Out-Of-State:	Yes
Type of Transportation:	Rental Vans from Enterprise
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	James P. Reape, Julie Briendel Hill, Stacey Reape, Luke Frame
Anticipated # of Students:	16
Cost Per Student and What it Covers:	\$50-\$100 extra food (meals provided), extra gear or souvenirs
Anticipated # of Chaperones:	4
Cost Per Chaperone and What it Covers:	\$50-\$100. extra food, souvenirs
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 1126
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 (Date)	James P. Reape 9/22/2025 12:54:33
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>J. Hanks</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>J. Hanks 10/16/25</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Blum 10/20/25</i>

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



11/6/25

Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Keystone Heights Junior/Senior High
Staff Requesting:	Laura Leach, Teacher laura.leach@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade CTE N/A
Destination:	UCF Rosen College of Hospitality Management, 9907 Universal Blvd, Orlando, FL 32819
Education Value	Students will be submitting a handheld entry (menu and recipe) for the Universal Orlando's Handheld Food Competition (stage one) on October 17, 2025. The students could possibly be one of the top 10 selected teams to compete in Orlando on December 2, 2025 (stage 2). If the students are then selected again in the top 3 round they will cook and present their handheld entry in Orlando on February 3, 2026 (stage 3).
FLDOE Standards/Benchmarks	14.01 Explore competitions and scholarship opportunities available to the culinary student. 47.01 Create a menu (may be gourmet or thematic) using original recipes or references must be cited. Manual must be printed and presented professionally.
Field Trip Details: Start/End Date/Time	Starts: 12/1/2025 14:30:00 Ends: 12/2/2025 19:00:00
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)	Laura Medrano Leach
Anticipated # of Students:	5
Cost Per Student and What it Covers:	50 Food
Anticipated # of Chaperones:	1
Cost Per Chaperone and	150

27

What it Covers:	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:	3180 CTE Culinary
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>Laura Leach</i> 9/24/2025 14:30:31
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>Brynn Woodward 9/25/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>J. P. H. 9/29/25</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>David L. H. 9/30/25</i>

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

11/6/25



Clay County District Schools

Field Trip Request Form

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School Requesting:	*HS* Fleming Island High
Staff Requesting:	Alexander Buck, Teacher alexander.buck@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Fine Arts
Destination:	Madrid, Spain
Education Value	This trip is for the Three Kings Parade. FIHS was the only band in the world to be invited to perform. This performance is paired with culture and exploration.
FLDOE Standards/Benchmarks	Enduring Understanding 1 MU.912.S.1 : The arts are inherently experiential and actively engage learners in the processes of creating, interpreting, and responding to art.
Field Trip Details: Start/End Date/Time	Starts: 12/26/2026 Ends: 1/6/2027
Overnight:	Yes
Out-Of-State:	Yes
Type of Transportation:	Plane, Bus, Train
Charter Bus Company (if applicable):	NA
Legal Name of Approved Drivers (if applicable)	NA
Anticipated # of Students:	140
Cost Per Student and What it Covers:	TBA
Anticipated # of Chaperones:	1:10 Ratio
Cost Per Chaperone and What it Covers:	TBA
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:	2100/6046
Blanket Request:	undefined

13

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>Alex Buck</i> 9/3/2025
Principal Signature and Date	Principal Types Name Here <i>Thomas Pittman</i> Thomas Pittman Principal Inserts Date Here 9/15/25
Assistant Superintendent Signature and Date	Assistant Superintendent Types Name Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here 9/15/25
Superintendent Signature and Date	Superintendent Types Name Here <i>[Signature]</i> Superintendent Inserts Date Here 9/22/25

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



Clay County District Schools Field Trip Request Form

11/6/25



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:	Brunswick, Georgia NJROTC Orienteering Comp
Education Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 10/4/2025 5:30:00 Ends: 10/4/2025 16:00:00
Overnight:	No
Out-Of-State:	Yes
Type of Transportation:	School Wheels Direct combined with Clay HS NJROTC
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	15
Cost Per Student and What it Covers:	0 N/A
Anticipated # of Chaperones:	1
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.
Budget Code/Course to Be Charged:	N/A
Blanket Request:	No
Schedule for Blanket Requests:	

12

(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>Kevin Mathews</i> 9/15/2025 12:20:43
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>Neil Miley</i> 9/15/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>W. K. K.</i> 9/15/25
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Kiri</i> 9/25/25

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Clay County District Schools

Field Trip Request Form

11/6/25



School Requesting:	*HS* Fleming Island High
Staff Requesting:	Michael Hayward, Coach michael.hayward@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Girls Basketball
Destination:	Tampa Bay Christmas Invitational, 2775 Cypress Ridge Blvd. Wesley Chapel Fl. 33544
Education Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 12/26/2025 12:00:00 Ends: 12/28/2025 21:00:00
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)	Molly Ragle Michael A. Hayward
Anticipated # of Students:	12
Cost Per Student and What it Covers:	0 N/A
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	0 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:	1107
Blanket Request:	No

15

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>Michael A. Hayward</i> 7/16/2025 10:14:05
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>Art M...</i> 9/19/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature]</i> 9/22/25
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Smith</i> 9/30/25

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



11/4/25 ✓

Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Fleming Island High
Staff Requesting:	Darcy Beauchamp, Teacher darcy.beauchamp@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Cairo High School, 455 5th Street , S.E. Cairo, Ga. 39828
Education Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 10/18/2025 7:00:00 Ends: 10/18/2025 19:00:00
Overnight:	No
Out-Of-State:	Yes
Type of Transportation:	Rental Vehicle
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	4
Cost Per Student and What it Covers:	\$37.50 Should to Shoulder Air Rifle Competition
Anticipated # of Chaperones:	0
Cost Per Chaperone and What it Covers:	0 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:	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>Darcy Beauchamp</i> 9/29/2025 9:45:21
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>2025 9/30/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>9/30/25</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. Blum 10/2/25</i>

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



Clay County District Schools Field Trip Request Form

11/6/25
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School Requesting:	*HS* Middleburg High
Staff Requesting:	Kenneth Yancey, Coach kenneth.yancey@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Cross Country
Destination:	Apalachee Regional Park 7550 Apalachee Pkwy Tallahassee FL 32317
Education Value	n/a
FLDOE Standards/Benchmarks	n/a
Field Trip Details: Start/End Date/Time	Starts: 11/21/2025 7:00:00 Ends: 11/22/2025 13:00:00
Overnight:	☒ Yes
Out-Of-State:	☐ No
Type of Transportation:	Private Vehicle(s), N/A Not Needed
Charter Bus Company (if applicable):	n/a
Legal Name of Approved Drivers (if applicable)	Kenneth Yancey
Anticipated # of Students:	2
Cost Per Student and What it Covers:	50 food, lodging, travel
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	50 food, lodging, travel
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:	athletic department
Blanket Request:	No
Schedule for Blanket Requests:	

34

(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	Kenneth Yancey 9/30/2025 15:18:41 <i>Kenneth Yancey</i> 9/30/25
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>[Signature]</i> 10/1/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature]</i> 10/8/25
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>D. [Signature]</i> 10/10/25

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



11/6/25 ✓

Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Oakleaf High
Staff Requesting:	Aaron Samples, Teacher aaron.samples@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade CTE N/A
Destination:	Osteen Show Pigs, 7659 Jamestown Rd Waycross GA 31503
Education Value	Students will tour a swine production facility and use livestock anatomy knowledge/skills to select an appropriate show swine prospect to show at the Clay County Fair.
FLDOE Standards/Benchmarks	01.01 Analyze and describe the impact of AFNR industries on local, state, national, and global economies 05.02 Recognize commercially important livestock variations distinguishable in breed characteristics (e.g., cattle, swine, sheep, goats and poultry). 05.08 Apply genetic principles to improve animal husbandry practices. 05.11 Explore employment and entrepreneurship opportunities and identify potential paths to careers in animal science.
Field Trip Details: Start/End Date/Time	Starts: 10/21/2025 7:00:00 Ends: 10/21/2025 17:00:00
Overnight:	No
Out-Of-State:	Yes
Type of Transportation:	District Vehicle
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Aaron Samples, Rachel Brown
Anticipated # of Students:	8
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.
Budget Code/Course to Be Charged:	Internal Account, 4031 OHS FFA
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>Aaron Lane Samples</i> 10/8/2025 10:34:21
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here <i>10/7/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here <i>10/8/25</i>
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here <i>10/10/25</i>

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☐	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) _____
☒	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) <i>10/7/25</i> . Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) <i>11/6/25</i> .
☐	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Clay County District Schools

Field Trip Request Form

11/6/25



School Requesting:	*HS* Oakleaf High
Staff Requesting:	Heather Han, Coach heather.han@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Softball
Destination:	Fortune Road Complex, 2500 Fortune Rd, Kissimmee, FL 34744
Education Value	n/a
FLDOE Standards/Benchmarks	n/a
Field Trip Details: Start/End Date/Time	Starts: 4/2/2026 7:00:00 Ends: 4/4/2026 22:00:00
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)	Heather Han, Amanda Dacunto
Anticipated # of Students:	18
Cost Per Student and What it Covers:	0 n/a
Anticipated # of Chaperones:	0
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:	n/a
Blanket Request:	No
Schedule for Blanket Requests:	

31

(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	Heather R. Han 9/10/2025 12:00:20
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here 9/13/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here 9/19/25
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here 9/22/25

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Clay County District Schools Field Trip Request Form

School Requesting:	*HS* Orange Park High
Staff Requesting:	Susan Johnson, Coach susan.johnson@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Men's and Women's Swimming
Destination:	FHSAA 3A Regionals , Morcom Aquatics Center, 2560 Pottsdamer St, Tallahassee, FL 32310
Education Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 11/4/2025 14:00:00 Ends: 11/5/2025 19:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Rental van and swimmers ride with parents
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Susan Andra Johnson, Rhett Hartwell
Anticipated # of Students:	8-10 --- will not know exactly who qualified until 2 days before meet.
Cost Per Student and What it Covers:	\$30 Per diem- 10 students anticipated for 1 dinner and 1 lunch/ breakfast at the hotel.
Anticipated # of Chaperones:	2 coaches
Cost Per Chaperone and What it Covers:	\$30 per diem , \$ 65 per rental van, total of \$95 each Per diem- for 2 coaches - 1 dinner and 1 lunch/ breakfast at the hotel, 1 rental van for 2 days
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:	Athletics

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>Susan Johnson</i> 10/14/2025 10:21:59
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>10/13/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>10/16/25</i>
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>10/20/25</i>

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

11/6/25



Clay County District Schools

Field Trip Request Form

School Requesting:	*HS* Orange Park High
Staff Requesting:	Derek Kurnitsky, Coach derek.kurnitsky@myoneclay.net
Grade Level and Subject/Program:	Eleventh Athletics Boys Basketball
Destination:	Marianna- Chipola College
Education Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 12/29/2025 13:00:00 Ends: 12/30/2025 19:00:00
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)	Derek Kurnitsky and John Conley
Anticipated # of Students:	15
Cost Per Student and What it Covers:	0 0
Anticipated # of Chaperones:	4
Cost Per Chaperone and What it Covers:	0 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:	Athletics
Blanket Request:	No
Schedule for Blanket Requests:	

41 10.13.25

(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>Derek Kurnitsky</i> 10/6/2025 10:26:53
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here <i>[Signature]</i> 10/10/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here <i>[Signature]</i> 10/14/25
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here <i>[Signature]</i> 10/15/25

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



Clay County District Schools Field Trip Request Form

11/6/25



School Requesting:	*HS* Ridgeview High
Staff Requesting:	Aimee Stutz, Athletic Director aimee.stutz@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Bowling
Destination:	Palm Coast Lanes 11 Old Kings Rd N, Palm Coast, FL 32137
Education Value	n/a
FLDOE Standards/Benchmarks	n/a
Field Trip Details: Start/End Date/Time	Starts: 10/19/2025 8:00:00 Ends: 10/20/2025 20:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Rental Vans
Charter Bus Company (if applicable):	Enterprise
Legal Name of Approved Drivers (if applicable)	Aimee Stutz and Dannie Higginbotham
Anticipated # of Students:	14
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.
Budget Code/Course to Be Charged:	Internal Account
Blanket Request:	No
Schedule for Blanket Requests:	

4/1

(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>Aimee Stutz</i> 9/5/2025 11:01:43
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here 9/9/25
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here 9/19/25
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here 9/20/25

*District Use Only	
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☐	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.



Clay County District Schools Field Trip Request Form

11/6/23

School Requesting:	*HS* Ridgeview High
Staff Requesting:	Heather Bice, Teacher heather.bice@myoneclay.net
Grade Level and Subject/Program:	Twelfth Chorus na
Destination:	Florida Capital
Education Value	Four students are representing Clay County by singing the National Anthem for the swearing in of the Florida Speaker of the House, Sam Garrison.
FLDOE Standards/Benchmarks	na
Field Trip Details: Start/End Date/Time	Starts: 10/8/2025 14:00:00 Ends: 10/9/2025 18:00:00
Overnight:	☒ Yes
Out-Of-State:	No
Type of Transportation:	Enterprise Van
Charter Bus Company (if applicable):	na
Legal Name of Approved Drivers (if applicable)	na
Anticipated # of Students:	4
Cost Per Student and What it Covers:	\$0 Cost covered by Sam Garrison's office.
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	\$0 same
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:	0431-2200
Blanket Request:	No

just selected

51

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>Heather Bice</i> 9/30/2025 10:43:14
Principal Signature and Date	Principal Signs Here <i>[Signature]</i> Principal Inserts Date Here <i>9/30/25</i>
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here <i>[Signature]</i> Assistant Superintendent Inserts Date Here <i>10/1/25</i>
Superintendent Signature and Date	Superintendent Signs Here <i>[Signature]</i> Superintendent Inserts Date Here <i>10/2/25</i>

*District Use Only	
☐	ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) <i>10/1/25</i>
☒	ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date) <i>10/2/25</i> . Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) <i>11/4/25</i> .
☐	CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.