

# REQUEST FORM FOR OVERNIGHT OR OUT-OF-STATE FIELD TRIPS

This form must be completed by the trip supervisor and returned to the appropriate school administrator at least four weeks in advance of the trip. *NOTE: The Superintendent has the authority to approve trips that occur before the next scheduled School Board meeting.*

All applicable items must be completed before submitting to the appropriate school administrator.

West Lafayette Junior-Senior High School

Destination University of Illinois (Champaign, IL)

Cumberland Elementary

Destination \_\_\_\_\_

Happy Hollow Elementary

Destination \_\_\_\_\_

Date of Request 3/4/2025 Beginning and Ending Dates of Trip 9/13/2025

Signature of Supervising Staff Member [Signature] Organization WL Bands

Administrators' approval [Signature] Date 3/4/2025

## TRIP INFORMATION

Destination of Trip (be specific) University of Illinois

Trip will be (Circle one or both) Overnight Out-of-State

Reason for Trip Performing with UofI Band at Illinois Band Day

Number of instructional minutes lost (N/A)

Describe the specific educational goal(s) or state standards that this activity will help students attain. Students will get to perform with over 30 other HS bands from the surrounding states and will experience a college marching band at a Big 10 football game. This can provide tremendous enrichment in our own playing.

Describe how this activity will help attain school improvement goals. Working with and performing with schools and students from outside the district helps expand our students' cultural awareness.

Describe why this activity cannot occur without interrupting the instructional day. N/A

For overnight trips: Describe why this activity cannot occur without an overnight stay.

Method of Transportation: City/Yellow bus 2 Driver \_\_\_\_\_  
~~Charter(es)~~ ~~Charter company~~