

# 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  Purdue Fort Wayne Campus \_\_\_\_\_  
Cumberland Elementary Destination \_\_\_\_\_ Happy Hollow Elementary Destination \_\_\_\_\_

Date of Request 5/25 Beginning and Ending Dates of Trip July 7-10, 2025 Signature of  
Supervising Staff Member Brandon Boer Organization WL Boys Soccer

Administrators' approval ITV Date 6/20/25

## TRIP INFORMATION

Destination of Trip (be specific) Team Soccer Camp at Purdue University  
Fort Wayne Trip will be (Circle one or both) Overnight Out-of-State

Reason for Trip  
Same Team camp we have attended 8 out of the last 9 years

Number of instructional minutes lost 0

Describe the specific educational goal(s) or state standards that this activity will help students attain.

Very affordable and well ran team camp experience - one of the few available in Indiana

Describe how this activity will help attain school improvement goals.

This camp helps prepare the team for the fall season

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.

NA

Method of Transportation: Mini bus(es)  Driver(s) Brandon Boer, Steve Rider  
City/Yellow bus \_\_\_\_\_ Driver \_\_\_\_\_ Charter \_\_\_\_\_ Charter company \_\_\_\_\_