

3/24

PMT FORM

## Woodland Joint Unified School District

RECEIVED

## Overnight Field Trip or Activity

MAR 10 2016

This form is to be completed and submitted **ONE MONTH IN ADVANCE**, but no later than **TEN DAYS** prior to the next regularly scheduled Board meeting. If not complete, form will be returned to school site principal. **ALL INFORMATION MUST BE TYPED.**

- To: Educational Services
- From: Principal Karrie Sequeira School Woodland High School Date 1/26/16
- Re: State FFA Conference  
(Proposed Activity Requiring Overnight Supervision)
- Teacher In Charge Jerry Delsol
  - Name of Group Woodland FFA
  - Destination Fresno, CA
  - Date and Time of Departure Friday, 4/22/16 1:00pm
  - Date and Time of Return Tuesday, 4/26/16 6:00pm
  - Number of Adult Chaperones 3
  - Number of Students Participating 18
  - Educational Purpose of Trip/Activity (Briefly describe) Students will attend leadership workshops and award ceremonies
  - Parent Permission Slips Received yes
  - Type of Overnight Accommodations or Housing Country Inn & Suites by Carlson
  - Type of Transportation: (please "x" choice)  
A. School Bus \_\_\_\_\_ B. Private Charter \_\_\_\_\_ C. Private Vehicle X D. Commercial Carrier \_\_\_\_\_
  - How will the activity be funded? Woodland FFA Boosters and students
  - Contract with Vendor \_\_\_\_\_ Yes X No. If yes, please attach copy of contract.

**THIS VERIFIES THAT ALL DISTRICT REQUIREMENTS WILL BE MET.**  
**MUST BE COMPLETED IF APPLICABLE.**

- ☒ Board Policy 6153 and Administrative Regulation 6153 have been followed. Fundraising has been conducted as specified in BP 6153 and AR 6153 and the timeline for submission as specified in BP 6153 and AR 6153 has been followed.
- ☒ Personnel has been contacted regarding subs, if necessary.
- ☒ Form 500-2 "Voluntary Excursion/Field Trip and Medical Authorization-Minor" will be obtained from each parent/guardian.
- ☒ A first aid kit will be provided.
- ☒ At least one adult accompanying the students will have a current American Red Cross First Aid/CPR Certificate. Name: Briana Stoops
- ☒ If transportation is by private vehicle(s):
- ☒ Form 500-4 "Notification to Adults Driving Private Vehicles" will be obtained from driver(s).
- ☒ Form 500-5 "Notification to Parent/Guardian of Students Riding in Private Vehicles While Participating in a School Sponsored Trip/Activity" will be obtained from each parent/guardian.
- ☒ Form 500-6 "Field Trip - Private Driver Log" will be completed to verify the names of students who will be transported by each individual driver.

Signature that the Principal has **verified** that all District requirements will be met and is recommending the trip.

Principal's Signature

Date

Associate Superintendent's Signature

Date

# STATE FFA LEADERSHIP CONFERENCE

## SCHEDULE – 2016 - Revised 1/4/16



### SATURDAY, APRIL 23

9am-3:30pm	State Finals Parliamentary Procedure	Salons A/B, CC
9am-3:30pm	State Finals Parliamentary Procedure - Holding Room	Salon D-1, CC
9am-9pm	Conference Headquarters	Coat Room, VH
9am-9pm	Conference Registration Open	Hall A, VH
1pm-6pm	State FFA Choir Rehearsal	Cotton Room, VH
1pm-6pm	State FFA Band Rehearsal	Sanger Room, VH
3pm-9pm	FFA Store Open	Hall A, VH
3pm-11pm	Conference Media Office	Sequoia Ballroom, Doubletree
4pm-6pm	FFA Talent Rehearsal and Scheduling	Selma Room, VH
6pm-7pm	State Officer Parent & Family Reception	Salon D-1, Doubletree
6pm-7pm	Courtesy Corps Meeting	Apricot Room, VH
6pm-7pm	Press Corp Meeting	Yosemite Rm, Doubletree
7pm-11pm	Nominating Committee	Tioga Room, Doubletree
7pm-11pm	State Officer Candidates Holding Room	Sierra Room, Doubletree
7:30pm	Opening Session Doors Open	Selland Arena
8:00pm-10:30pm	Opening Session	Selland Arena

# STATE FFA LEADERSHIP CONFERENCE

## SCHEDULE – 2016 - Revised 1/4/16



### SUNDAY, APRIL 24

6am-11pm	Conference Media Office	Sequoia Ballroom, Doubletree
7am-10am	Conference Headquarters and Registration	Coat Room, VH
7am-11am	FFA Store Open	Hall A, VH
7:00am-7:45am	Delegate Chair and Advisor Meeting	Clovis Room, VH
8am-8:30am	Judges Reception and Orientation	Apricot Room, VH
8am-10am	Agriscience Fair Set-Up	Expo III, EC
8am-11pm	Nominating Committee	Tioga Room, Doubletree
8am-11pm	State Officer Candidates Holding Room	Sierra Room, Doubletree
8am-11pm	State FFA Choir Rehearsal	Cotton Room, VH
8am-11pm	State FFA Band Rehearsal	Sanger Room, VH
7:30am	Second Session Doors Open	Selland Arena
8:00am-10:15am	Second General Session	Selland Arena
8:30am-9am	Award Candidates Assembly & Orientation	Between Valdez Hall & Saroyan Theatre
9am-12n	Award Interviews (Proficiency, Scholarships, Etc.)	Hall B, VH
10:00am	Press Corp. Meeting	Yosemite Room, RH
10:20am	Buses Depart for Fresno State Campus	East Parking Lot of the Convention Center
10:15am-10:45am	Delegate Orientation and Enrichment	Selland Arena
10:45am-12n	Delegate Committee Meetings	
	Awards	Coalinga, Reedley, Fowler, Kerman, Kingsburg, Sanger & Selma Rooms, VH
	Program of Work 1	2001, 2002, 2003, 2004, 2005, 2006, 2007, EC
	Program of Work 2	Expo II, EC
	Program of Work 3	2008, 2009, 2010, 2011, EC
	Program of Work 4	2012, 2013, 2014, EC
	Program of Work 5	2015, 2016, 2017, 2018, EC
11am-11:10am	Workshop Orientation and Instructions	Social Science Quad, Fresno State
11:15am-12:15pm	Educational Workshops Round 1	Fresno State



# STATE FFA LEADERSHIP CONFERENCE

## SCHEDULE – 2016 - Revised 1/4/16



### SUNDAY, APRIL 24

12n-1:15pm	Delegate Luncheon	Salons A/D, CC
12:15pm-1pm	Non-Delegate & Adults Lunch	Fresno State
1pm-1:55pm	Educational Workshops Round 2	Fresno State
1:30pm-2:00pm	Regional Delegate Caucuses	
	Central Region	Rooms 2015-2018, EC
	North Coast Region	Rooms 2000, EC
	San Joaquin Region	Rooms 2009-2012, EC
	South Coast Region	Room 2005-2008, EC
	Southern Region	Rooms 2001-2004, EC
	Superior Region	Rooms 2013-2014, EC
2pm-5pm	Agriscience Fair Judging	Expo III, EC
2pm-2:55pm	Educational Workshops Round 3	Fresno State
2pm-5pm	Conference Headquarters and Registration	Coat Room, VH
2pm-9pm	FFA Store Open	Hall A, VH
2pm-3pm	Delegate Business Session	Expo II, EC
3:00pm-5pm	California FFA Alumni Meeting	Hall B, VH
3:00pm-5pm	California FFA Foundation Meet and Greet	Salons D1 & D2, Doubletree
3:15pm	Buses Depart Fresno State Campus for Convention Center	
3:15pm	Third Session Doors Open	Selland Arena
3:45pm-5:45pm	Third General Session	Selland Arena
5:45pm-7:15pm	State Conference Participant Dinner	Expo I, EC
5:45pm-7pm	California FFA Foundation Sponsor and Donor Dinner	Salons D1 & D2, Doubletree
7pm-9pm	Registration Office Open	Coat Room, VH
7:30pm	Fourth Session Doors Open	Selland Arena
8pm-10:30pm	Fourth General Session	Selland Arena

# STATE FFA LEADERSHIP CONFERENCE SCHEDULE – 2016 - Revised 1/4/16



## MONDAY, APRIL 25

6am-11pm	Conference Media Office	Sequoia Ballroom, Doubletree
7:00am-8:00am	Regional Awards Ceremonies Southern Region	Salons A/C, CC Expo I, EC
7am-10am	Career Show and Chapter Booth Set-Up	Board Room, Doubletree
8am-12n	State Ag Education Advisory Committee Meeting	Coat Room, VH
8am-4pm	Registration Office Open	Hall A, VH
8am-5pm	FFA Store Open	Hall A, VH
8am-5pm	CATA Award Scoring	Cotton Room, VH
8am-11pm	State FFA Choir Rehearsal	Sanger Room, VH
8am-11pm	State FFA Band Rehearsal	Selland Arena
8:00am	Fifth Session Doors Open	Selland Arena
8:30am-11:20am	Fifth General Session	Rooms 2000, EC
8:45am-9:45am	Proficiency Award Development Workshop	Expo I, EC
10:30am-3pm	Career Show	Expo III, EC
10:30am-3pm	Agriscience Fair & State POAs Open for Viewing	Expo II, EC
11:30am-1pm	All Participant Lunch	Hall A, VH
12:00n-12:30pm	State Officer Candidate – Meet and Greet	Hall B, VH
12:30n-1:30pm	Polling Booths Open	Sierra Room, Doubletree
12n-1pm	State Ag Education Advisory Committee Lunch	Room 2000, EC
1pm-3pm	Teach Ag Workshop	Room 2013/14, EC
1pm-3pm	National Officer Workshop	

# STATE FFA LEADERSHIP CONFERENCE SCHEDULE – 2016 - Revised 1/4/16





## MONDAY, APRIL 25

1pm-2pm	State Speaking Finals Stage – Creed Speaking	Salons A/C, CC
1:30pm	Polling Booths Close	
2pm-1pm	Agriscience Fair Awards Ceremony	Room 2009/2012, EC
2pm-3pm	State Speaking Finals Stage – Extemporaneous Speaking	Salons A/C, CC
3pm-4pm	State Speaking Finals Stage – Prepared Speaking	Salons A/C, CC
3pm	Dismantling Career Show & Agriscience Fair	Expo I & III, EC
6pm-7:30pm	State Officer Parent Dinner (By invitation only)	Tioga Room, Doubletree
6pm-7:30pm	Central Region Officer Dinner (By Invitation Only)	Sierra Room, Doubletree
6pm-7:30pm	North Coast Region Officer Dinner (By invitation only)	Salon G, CC
6pm-7:30pm	South Coast Region Officer Dinner (By invitation only)	Salon D3, CC
6pm-7:30pm	Southern Region Officer Dinner (By invitation only)	Salon D1, CC
6pm-7:30pm	San Joaquin Region Officer Dinner (By invitation only)	Salon D2, CC
7:30pm-9pm	Registration Office Open	Coat Room, VH
9pm-10:30pm	Monday Night Concert	Selland Arena

# STATE FFA LEADERSHIP CONFERENCE SCHEDULE – 2016 - Revised 1/4/16



## TUESDAY, APRIL 26

6am-4pm	Conference Media Office	Sequoia Ballroom, Doubletree
7:00am-8:00am	Regional Awards Ceremony	
	South Coast Region	Salons A/B, CC
8am-10:00am	FFA Store Open	Hall A, VH
8:00am	Closing Session Doors Open	Selland Arena
8:30am-11:45n	Conference Closing Session	Selland Arena
12:00n	Adjourn 88th State FFA Leadership Conference	
12n-2pm	Dismantling Arena, FFA Store, and Registration Office	
12:15pm-1:45pm	2016-17 State Officer Luncheon	Fresno State
2pm-3pm	2016-17 State Officer Orientation	Board Room, Doubletree
2pm-3pm	2016-17 State Officer Parent Reception	Tioga Room, Doubletree