



Lakewood High School
1400 54th Avenue South
St. Petersburg, FL 33705
PONY Route #3
Cell: 941-587-1999

November 14, 2025

To Whom It May Concern:

As you probably know, FBLA's mission is to bring business and education together in a positive working relationship through innovative leadership and career development programs.

FBLA-PBL's National Awards Program recognizes and rewards excellence in a broad range of business and career-related areas. Through state-based competition at the spring State Leadership Conferences, students compete in events testing their business knowledge and skills. Top state winners then are eligible to compete for honors at the National Leadership Conference each summer.

On Wednesday, January 7, 2026, Future Business Leaders of America District XII (Pinellas County) student members will be participating in competitive events for a chance at qualifying to represent Pinellas County at the State Leadership Conference competitions in Orlando in March.

This year's event will be held at the St. Petersburg Campus of University of South Florida. The event will begin at 8:00 a.m. Competitions will proceed throughout the day, and conclude by 2:00 p.m.

Sincerely,

YOUR FBLA District XII Co- Directors
Chris Borg, Amy Eggimann, Kevin Schachter

PINELLAS COUNTY SCHOOLS
FIELD TRIP/ACTIVITIES PERMISSION FORM



School Palm Harbor University High School

I (We) hereby grant permission for _____ to participate
Student Name

in a field trip/activity to FBLA District XII Comp., USF-SP 140-7th Ave S. on 1/7/26
Location Date

and to make authorized or emergency stops as necessary.

Students will be traveling in the following manner:

☐ Walking ☐ School Bus ☐ Commercial Carrier Bus ☐ Rental Vehicle (Auto, Mini Van)
☒ Private Passenger Vehicle with ☐ District Employee Driver ☐ Volunteer Driver ☐ Student Driver*

Time of Departure (Approximate) 7:30 am Time of Return (Approximate) 2:30 pm

- 1) I authorize school representatives to obtain medical treatment for my child, which includes required emergency transportation, in case of serious illness or injury and agree to pay for such treatment.
- 2) I understand that the trained school employee who usually dispenses medications may or may not be present during this trip. Medications will be dispensed by a responsible staff member.
- 3) I have documented below all precautions/instructions regarding my child's medication. I have noted any special health-related conditions or allergies regarding my child.

No transportation provided; parent or guardian drops off and picks up student.

- 4) All provisions of the student code of conduct apply to field trips and activities. To ensure student safety and compliance with the student code, I agree that my child's luggage, belongings, and rooms (where applicable) may be randomly searched for contraband.

If the Field Trip is to a District or non-District site where students will have the opportunity to touch and hold animals, please complete the following:

Your child will have the opportunity to touch and hold captive animals during this field trip. Please check one space below to indicate your approval or denial

☐ **YES**, my child may touch and hold the animals. ☐ **NO**, my child may NOT touch and hold the animals.

* From time to time students may be allowed to drive other students to and from field trips or activities on a case-by-case basis, and only with administrative approval.

☐ **I agree** / ☐ **I do not agree** (check one) to allow my child to ride with another student.

Signature of Parent/Guardian

Phone (Home)

Phone (Work)

Phone (Cell)

Alternate Emergency Contact

Phone (Home)

Phone (Work)

Phone (Cell)

Date

PINELLAS COUNTY SCHOOLS
FIELD TRIP/ACTIVITIES VEHICLE INFORMATION

Date: 11/13/25 School: Palm Harbor University Class: FBLA Destination: USFSP - FBLA Competition
(eg: PE, science, etc.,)

Safety Guidelines

- Passenger vehicles capable of seating 10 or more students are prohibited by Florida Statute 1006.22(1)(b)(1)
- **SUVs with a wheelbase of 110" or less are required by Federal Statute 49CFR 575.105 to display a rollover warning label and are prohibited from transporting students. Check the manufacturer or other reliable website for vehicle specifications.**
- Students in all seating positions are required to wear seatbelts or be in a proper child restraint system at all times.
- Children 3 and under must be restrained in a separate carrier or a vehicle manufacturer's integrated child seat.
- Children 4 & 5 must be restrained in a separate carrier, a booster seat or a vehicle manufacturer's integrated child seat. (See exceptions).
- Infant car seats should be in a rear-facing position in the back seat.
- All children under 12 should sit in the back seat.
- When children outgrow standard car seats, at around 40 lbs., they should be restrained in booster seats until they are big enough to fit in an adult seatbelt, at about 80 lbs. and 4'9" tall.

Exceptions: Children 4 & 5 may be restrained with a seatbelt: a) When the child is being transported gratuitously by an operator who is not a member of the child's immediate family; b) In a medical emergency situation involving the child; or c) When the child has a medical condition that necessitates an exception as evidenced by appropriate documentation from a health care professional.

Chaperones/Drivers are not permitted to make unauthorized stops, consume alcohol or smoke while on a field trip.

Vehicle Driver Information

☐ Parent/Guardian ☐ Teacher or Staff Member ☐ Volunteer ☐ Other _____

- I agree to abide by all School Board policies and field trip safety guidelines. I understand and agree that I must be level 2 screened and display during the field trip, a current PCSB Employee or Volunteer badge, or a Florida Public Schools Contractor badge.

Printed Name of Driver _____ Address: Street _____ Apt./Unit _____

Cell Phone Number (required) _____

Driver Signature _____ City _____ State: _____ Zip Code _____

Driver's License # _____ Expiration Date _____

Vehicle Information

Vehicle Make _____ Vehicle Model _____ Vehicle Year _____

Vehicle Registration Number _____ Expiration Date _____

Current vehicle registration must be in the vehicle during the field trip.

Vehicle Insurance Information

Any private vehicle used to transport students for school-related field trips or activities must carry at least the minimum auto liability insurance and safety measures as required by Florida Statutes 324.021, 627.733, 1006.22:

Minimum Required Auto Liability Insurance:

Property Damage Liability (PDL) – \$10,000

Personal Injury Protection (PIP) – \$10,000

Insurance Company _____ Policy Number _____ Expiration Date _____

Current vehicle insurance card must be in the vehicle during the field trip.

Vehicle Owner Information

- I certify that I am the registered owner of the vehicle described on this form, and I authorize the driver whose name appears on this form to use this vehicle to transport him/her and students to the above listed destination.
- I certify that my vehicle is current in its maintenance according to manufacturer guidelines, that the vehicle is in safe working order and that all safety related features of the vehicle are operable.
- I certify that the information provided is correct and I agree to keep the insurance policy in effect while the vehicle is being used to transport students.

Vehicle Owner Printed Name _____ Vehicle Owner Signature _____ Date Signed by Owner _____

Vehicle/Driver/Insurance information acquired by _____ Date _____
School Representative

Attach Copy of Driver's License and Insurance Card

Palm Harbor University High School

Field Trip EXPECTATIONS of Students

Date:

11/14/25

Dear Parents,

We are looking forward to our upcoming trip with your students. We want to be sure that you and the students are aware of our expectations for appropriate behavior while on our trip. Students are expected to conduct themselves in a way that will, at all times, be a positive reflection on their family, PHUHS and the group they are representing on this trip. Please review the information below and return this letter, signed, to the sponsor. If this letter is not returned completed, the student will not be permitted to participate in the event.

Date of Trip:

1/7/2026

Departure time:

7³⁰ am

(Itinerary is attached)

Where the students are going:

USFSP

Return to PHUHS date and time:

1/7/26

2³⁰ pm

Students need to bring

Professional Dress - Competition Materials

Chaperones:

Kern Schachter et.al.

Expectations for Behavior: Students will be supervised by the faculty sponsor and the other adult chaperones. Students are expected to follow the Pinellas County Schools *Code of Student Conduct* at all times. Any violation of the *Code of Student conduct* will result in a call to the parents/guardian, disciplinary action upon student's return and possible expulsion from the activity/trip. Students who are sent home for serious misconduct may be sent at their family's expense after parent contact is made.

The following *General Guidelines for Field Trips* will be enforced:

1. Amusement rides are not approved on a school day during school hours except as approved by the Superintendent (designee).
2. Students may not take recreation trips to beaches or other bodies of water (including pools).
3. Students are responsible for making up any classwork missed during the trip.
4. Students must inform their chaperones of their whereabouts at all times.
5. Students are expected to attend all scheduled sessions and activities, arriving promptly for each.
6. Students who are responsible for theft or vandalism will be expected to pay restitution for any and all damages.
7. Students are not permitted to purchase, consume, or be under the influence of tobacco, drugs, or alcohol at any time. Violators will be subject to serious disciplinary consequences.
8. Students are expected to follow any additional rules communicated by the sponsor.

I have read the above information and agree to abide by these expectations. Date: _____

Print Student's Name _____ Signature of Student _____

I have read the above information and agree that my child will abide by these expectations. Date: _____

Print Parent/Guardian Name _____ Signature of Parent/Guardian _____

Palm Harbor University High School

Teacher Notification Form For Field Trips

Student's Name _____ Grade _____

Field trip FBLA Competition Sponsor _____

Dates Student will miss 1/7/26

Periods student will miss All

Period	Subject	Teachers Signature	Comments

Per School Board Policy:

Students are responsible for making up any class work missed during a field trip.

Completed form due to sponsor by: _____