



STILLWATER PUBLIC SCHOOLS

OUT-OF-STATE TRAVEL APPLICATION

Instructions: The sponsor requesting out-of-state travel should complete this application in full one month in advance of the trip. A complete itinerary along with any other pertinent information should accompany this application. The sponsor should also have full knowledge that this application must have administrative and Board of Education approval before travel may commence.

The following criteria will be used in approving out-of-state travel:

1. Funding availability
2. Time and effort required to raise funds
3. Benefit of the program
4. Success at state contests
5. School time to be missed
6. Other reasons for justification of trip, i.e. lack of state competition, etc.

All travel must comply with Policy CN of the Stillwater Public Schools Policies and Procedures manual regarding out-of-state field trips.

| | | | |
|--|------------------------|---|---|
| Application Date: 3/23/26 | Building: HS | Sponsor Name: Billy Jones | Organization Requesting Travel: Stillwater Varsity Baseball |
| Date(s) of Travel: 5/1/26 | | Number of Students Traveling: 23 | Destination: Shiloh Christian School - Springdale, AR |
| Purpose of Travel: List the purpose of the trip and how students will benefit from the travel. Varsity Baseball game vs. Shiloh Christian | | | |
| Method of Transportation (vehicles, drivers, bus companies, etc.): Activity Bus - Jerad Warlick is the driver | | | |
| Lodging (hotels, etc): Please provide name and address of hotels, etc. N/A | | | |
| Supervision: Give a list of people (school personnel or parents) who have committed to serve as sponsors for this trip. | | | |
| 1. Bryce Scalf | 2. Billy Jones | 3. Zach Boydston | |
| 4. Jeff Ventris | 5. Jerad Warlick | 6. | |
| 7. | 8. | 9. | |
| Organizational History: What recent (five years or fewer) trip(s) has this organization taken out-of-state? - Spring Break 2026: Wichita, KS (baseball games vs. Kansas teams) - Spring Break 2024: Dallas, TX (baseball games vs. Texas teams) - Spring Break 2023: Gulf Shore, AL (baseball tournament vs. teams from Alabama, Mississippi) - Spring Break 2022: Phoenix, AZ (baseball tournament vs. teams from Arizona, Colorado) | | | |

OUT-OF-STATE TRAVEL APPLICATION FUNDING INFORMATION

Instructions: The table below should include total costs in all categories including the cost of fuel, driver that will be reimbursed to the district. Please provide an answer to all questions or information sought below the table. If not applicable, please indicate using N/A.

Sources of Funds

| Projected Costs | | General Fund | Activity Fund | Booster | Individual | Other |
|--------------------------------|-------|--------------|---------------|---------|------------|-------|
| Ground Transportation / Gas | \$430 | 100% | | | | |
| Ground Transportation / Driver | \$120 | 100% | | | | |
| Ground Transportation / Other | \$ | | | | | |
| Air Transportation | \$ | | | | | |
| Lodging | \$ | | | | | |
| Food | \$116 | | | 100% | | |
| Registration | \$ | | | | | |
| Other – Explain | \$ | | | | | |

Are scholarships provided for students needing financial assistance? Yes No

If answer is yes, what is source of funding for scholarship? _____

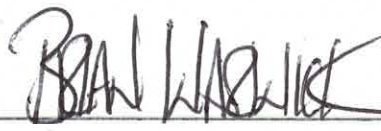
If answer is no, provide reason. No cost to players or families

Sponsor: Before travel may occur, emergency release forms for each student must be on file along with a complete travel roster and itinerary in the Stillwater Public Schools Activities Office. Itineraries should also be provided to each parent before departure.


Sponsor Signature

3/23/20
Date

APPROVALS


Director

3/24/20
Date

Walter R. Howell III
Building Principal

Date


Director of Transportation

3/25/2026
Date

Superintendent

Date

**OUT-OF-STATE TRAVEL APPLICATION
TRIP ITINERARY**

| Date: | Itinerary: |
|--------|---|
| 5/1/26 | 12:00PM: Depart Couch Park Baseball Locker room for Springdale, AR |
| 5/1/26 | Estimate stop on way to destination (bathroom stops, snacks for players) |
| 5/1/26 | 3:45PM: Estimated arrival at Shiloh Christian School, followed by warm-up and pre |
| 5/1/26 | 5:00PM: Game start vs. Shiloh Christian |
| 5/1/26 | 7:00PM: Game end |
| 5/1/26 | 7:15PM: Eat dinner (at Shiloh Christian, provided by Dugout Club) |
| 5/1/26 | 7:45PM: Depart Shiloh Christian |
| 5/1/26 | Estimate one stop on way back to Stillwater for restroom usage and snacks |
| 5/1/26 | 11:00PM: Arrive at Couch Park |
| | |
| | |