Hickman County Schools Trip Request

Name of School: Hickman County High School

Name of Club/Group: Jobs for America's Graduates (Tennessee Chapter

Trip Requested: Tennessee State Career Development Competition

Purpose: Kinleigh Bragg placed 3rd in the regional competition advancing her to the state competition with the opportunity to advance to the national conference.

Date and Time frame: Feb.25th - Feb. 27th Number of students: 1

Number of Chaperones: Male 0 Female 1 Ms. Bragg from HCMS (her mom) has volunteered.

Costs associated: $0

Attachments (any information or permission slips that are sent home with students)

Has the cafeteria been notified? N/A Number of Lunches needed? 0

How will the students travel? CTE Van

Is a transportation request attached if system transportation is needed? Yes

Signature of person requesting the trip Cody A. Adams

Signature of Principal Roby Emerson

Signature of Instructional Supervisor Angie Mahar 1/23/26

Signature of Director of Schools _____

*Per Hickman County Board of Education policy 4.302, any requested trip that has an out-of-state destination and/or is planned for overnight must have prior approval by the Board of Education.

JAGTN Career Development Conference
February 25-27 DoubleTree Hotel Murfreesboro, Tennessee

Wednesday February 25

12:00	4:00	Registration
3:00	5:15	Room check-in
5:15	5:30	Welcome John Dwyer
5:30	-8:00	Urban Air (Dinner Included)
8:00	9:00	Travel from Urban Air/Refresh and change clothes
9:00-	11:00	Student networking/Pool time (Doubletree)
11:00		Curfew

Thursday February 26

8:00	9:15	Breakfast at Hotel
9:15	9:30	State Officer Introductions
9:30	10:00	Outstanding Chapter Presentations
10:00	12:00	Competitions
12:00	1:00	Lunch (DoubleTree)
1:00	1:15	Break
1:15	3:30	Competitions
3:30	5:30	Free Time
5:30	6:00	Etiquette Dinner Preparation & Transition
6:00	8:00	Etiquette Dinner (DoubleTree)
8:00	8:30	Transition & Change for Game Night / Team Building
8:30	11:00	Game Night & Team Building Activities
11:00		Curfew

Friday February 27

8:00	9:15	Breakfast
9:15	9:30	Break
9:30	10:30	Awards and Presentations
11:00		Hotel Checkout

JAGTN is not responsible for any transportation including Ubers or food while at our State CDC. All meals are furnished at the hotel beginning with dinner on Wednesday through breakfast on Friday. All students and teachers are required to attend all meals.

There is no cost to the schools for the winners to attend.

2025/2026 Hickman Co. High School

Request for Field Trip

This form is to be completed for ALL field trips, including academic or athletic competitions at any level. **It must be filled out completely at least one month before the field trip, including a roster and an itinerary from the time you leave until you return.**

If the field trip is approved, you will fill out the District Field Trip Request.

- ☑ ~~This request is for a National or State Competition~~
- ☐ This request is for an athletic competition
- ☐ This request is for an academic event.
- ☐ CTSO Career Development Events

Teacher's name: Douchane, Cody Subject Area: JAG

How is this trip an integral part of an approved course of study?

Kinleigh Bragg will be competing in the TN CDC for public speaking. These skills have been developed by the JAG curriculum.

Before this field trip, the class will be involved in the following preliminary activities to prepare for this trip:

The student will be delivering presentations on career based research in front of peers.

Follow-up activities for this unit will include the following activities:

Student will deliver presentation on varies topics after the competition.

What is the Date of the Trip? Feb.25-27th Departure Time? 3:00 PM Return Time? 2:00 PM

Will a substitute be required? YES Have you completed the subform on Google Classroom? YES

What are the plans for the students who are not going on the trip?

Students will be working on the CareerSafe Modules while I am gone.

Have you notified the cafeteria if you will need sack lunches or if your students will not be present for lunch? YES

Do you need a transportation form? YES

Have you notified Mrs. Plunkett to place it on the calendar? YES

Do you have your student authorization to attend field trip form ready for other teachers to sign? YES

Principal Approval: Roby Emerson Date: 1-22-26

CTE Director Approval: _____ Date: _____