



Polk County High School
1681 E. NC 108 HWY.
Columbus, NC 28722
(828) 894-2525

August 25, 2025

Regarding: Camp Dixie is a SkillsUSA sponsored State Leadership Workshop

To whom it may concern:

I am writing in support of the overnight trip for which Eric Morlino has applied. Mr. Morlino will chaperone the trip. Along with him, five to six students will travel to Camp Dixie in Fayetteville, NC to attend the Camp Dixie SkillsUSA sponsored Leadership Workshop Camp. The trip will be September 28, 2025 - September 30, 2025.

The students attending will participate in fun activities in a summer camp style setting with students learning information about the structure and value of the SkillsUSA program. These experiences will be valuable to each student attending, and they will have experiences they could not have anywhere else.

I offer my full support for Eric Morlino in this application process and would eagerly field any further questions you may have as to his eligibility for this request.

Regards,

A handwritten signature in cursive script, appearing to read 'Michelle Bean', is written over a light blue horizontal line.

Michelle Bean
mbean@polkschools.org
Principal



Overnight Field Trip Requests

Polk County Schools

The Polk County Board of Education and Polk County Schools Administration acknowledge the value of off-campus trips and activities utilized to support academic and extracurricular programs. As with any educational activity sponsored or delivered by our schools, the safety and well being of our students is paramount. Proper planning and supervision are extremely important for all off-campus trips, especially for those of great distance or taken over multiple days. In addition to adherence to Polk County Board of Education Policy 3320 - *School Trips*, any request by a school or group for an overnight trip must be submitted to the Polk County Board of Education.

The request must include the following:

1. The name of the school, group, and staff sponsoring the trip;

SkillsUSA Polk County chapter would like to attend the State Leadership Workshop at Camp Dixie. PCHS students will attend with Mr. Eric Morlino as Chaperone.

2. A description detailing the purpose for the trip;

Camp Dixie as it is known is the SkillsUSA (SLW) State Leadership Workshop for student leaders and officers in the SkillsUSA CTSO. It is similar in design to a summer camp experience for students to connect with each other as a chapter and interact with other chapters from around the state while engaging in lessons, seminars, leadership and team building exercises.

Workshop Content Includes:

- SkillsUSA Framework (Personal, Workplace & Technical Skills)
- Effective Communication Skills & Public Speaking Training
- Chapter Management Techniques & Development
- Teambuilding Strategies
- A Greater Understanding of SkillsUSA
- Educational Resources (for each participant)
-and More!



Light Field Trip Requests

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3. Request submission date, trip dates and a detailed itinerary;

The trip dates this year are September 28, 29 and 30th. That is a Sunday, Monday and Tuesday. We will depart from PCHS at about 10am on Sunday, drive directly to Camp Dixie , stopping for lunch along the way. Arrive at Camp Dixie near Fayetteville, NC and spend the next three days at Camp. We will depart Camp Dixie on Tuesday at about 1pm, drive directly to PCHS stopping for a meal on the way home arriving back at PCHS between 6-7pm.

Camp Dixie: 373 Bladen Union Church Rd., Fayetteville, NC, 28306

4. The number and grade level of the student(s) involved;

I will likely take 5-6 students yet to be determined. These will be students that demonstrate keen interest and motivation to participate in a leadership level in the Polk Chapter of SkillsUSA.

5. Cost of the trip for the district and/or students, the funding source(s) being utilized, and descriptions of any fundraising that may take place;

Students that are members Of SkillsUSA will receive a \$15.00 dollar discount on workshop enrollment cost making it \$135.00 per student for Camp. Tuition for the workshop is \$1080.00.00 for 6 students and myself and another chaperone to attend. We plan to take the Ford expedition so there will only be fuel costs and the 2 meals while traveling, these expenses are estimated at \$600.00. Total cost estimated should not exceed \$1700.00. In the Past, CTE Has covered the expenses for this trip, as a CTSO we carry out a couple of fundraisers each year such as serving staff lunches at the High School and donuts sales. We also build houses, Gazebos and storage sheds to raise money for the construction program at PCHS.



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6. A plan for extra funding to assist any students who may not be able to pay (if applicable);

See above.

7. Transportation information including carrier (if not school activity buses) and detailed route descriptions;

CTE program Ford Expedition, see attached info for routes and travel times etc.

8. Lodging information with address and contact numbers;

Students will stay in dormitory style housing on Camp Dixie grounds separated by gender.

9. A list of approved chaperones to maintain the mandatory 1:5 chaperone-to-student ratio (all non-staff must be approved volunteers); and

PCHS Carpentry Teacher Eric Joseph Morlino, other possible female chaperone.

10. A letter of endorsement from the school principal(s).

See attached

Requests must be submitted no later than **SIX WEEKS** in advance of the initial trip date, unless the trip is an earned invitation to an academic or athletic competition. For academic or athletic competitions, a request must be submitted as soon after the notification of qualification for the competitive event(s) as possible. Principals should contact the district office for further guidance or questions regarding overnight trip proposals.

Guidelines Approved - April 10, 2017