

**Field Trip Request Form- Overnight & Out-of-State Activity Request**

School New Haven Grade & Number of Students Attending 4-8  
Person Making Request Katie Kerr Position Beta Sponsor  
Overnight Activity ☒ Out-of State Activity ☐ Dates Scheduled Jan. 16-18, 2019  
Name of Activity KY Jr Beta State convention  
Location of Activity Louisville, KY - Hilton Garden Inn + Galt House  
Objectives of Activity Members will compete in various activities - academic tests, art, crafts, tech, etc.  
Pre-trip preparatory activities planned (please attach appropriate documents) attachment  
Post-trip culminating activities planned (please attach appropriate documents) attachment  
Oral student presentations planned after trip attachment  
Name(s) of certified staff attending Katie Kerr, Beth Bartley  
Name(s) of other adults attending To be determined  
Plan for handling student medication needs Staff + chaperones will be able to handle medication needs  
Plan for supervision (day) Students will be in groups always + will have staff/chaperone w/ them  
Plan for supervision (night - please be specific for all hours of the night) Chaperone will be in each room, tape on doors, + room checks  
Signed Katie Kerr Date 9/26/18  
Principal [Signature] Date Approved 9/28/18  
Superintendent [Signature] Date Approved 10-3-18

- Pre-trip prep activities: Letters sent home informing parents, meetings to best select areas for competition that match each students' strengths, meetings to plan and work on projects for competitions, collaboration with teachers to assess appropriate areas for competition, fundraising and planning for convention budget
- Post-trip culminating activities: Share experience with other Beta members, members may qualify at the state level and will be given the opportunity to compete at Nationals, present experience to faculty, staff, community members
- Oral student presentations planned after: Present and discuss at Beta meetings, possibly at staff meetings, hopefully in classroom presentations, students will learn public speaking and collaboration skills