**Decision Paper**

**TO:** Hardin County Board of Education

**FROM:** Nannette Johnson

**DATE:** November 10, 2014

**SUBJECT:** Request for Fee/Cost Approval for the Bluegrass Middle School 8th Grade Class Trip to Washington DC using a commercial carrier.

Purpose: The 8th Grade Class Sponsors of Bluegrass Middle School are requesting permission

to take eligible members of the 8th Grade class on a trip to Washington, D.C. at a cost of $600.00 per student.

Background and Discussion.

Bluegrass Middle School instituted an 8th Grade class trip three years ago. The 8th grade class

sponsors and administration have outlined a trip that would provide an educational

experience, as well as, an opportunity that some students may not have the chance to

experience again. We will contract with private carrier for motor coach transportation.

* *Classes Participating:*

The Field Trip will be offered to members of the 8th Grade Class.

***Payment Schedule:***

* **$600.00 PER PERSON (Room OCCUPANCY of FOUR)**
* **$200.00 per person first payment due December 12, 2014**
* **$200.00 per person second payment due January 27, 2015**
* **$200.00 per person final payment due February 27, 2015**

*Student Cost Includes:* The $600.00 per person covers all transportation and meal costs, admission/donation fees at required sites, and lodging at 4 students per room.

*Cancellation Policy: All registration fees and deposits are non-refundable.*

4. Points of Contact: Ms. Lisa Owens, Mr. John Wittenback

Recommended Motion: I move to approve the request from Bluegrass MS for the 8th grade students to travel to Washington, D. C. on April 6 - 10, 2015, via commercial carrier.