

STUDENTS

09.36 AP.21

School-Related Student Trip Request Form

SUBMIT THIS FORM ONE WEEK PRIOR TO THE BOARD MEETING.

FACULTY MEMBER(S) SPONSORING TRIP SHARYL IDEN AND WANDA HAYES

TYPE OF TRIP (CHECK ONE):

☒ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify _____

☒ Organization/Club Trip, specify - Lions Pride Reward ☐ Other (athletic, band, if applicable) _____

DESTINATION SOUTHGATE COMMUNITY CENTER PARK ADDRESS SOUTHGATE, KY

☐ Out of State ☐ Out of County ☒ Within County

☐ Overnight; give name, address, phone of lodging _____

DATE(S) OF TRIP FRIDAY, MAY 22, 2015 DEPARTURE TIME 9AM RETURN TIME 11AM

PURPOSE/EDUCATIONAL VALUE THIS IS A REWARD PARTY FOR THE CLASSROOM WINNING THE BOX TOPS CONTEST AND ALSO INDIVIDUAL STUDENTS WHO MET THEIR READING COUNTS GOAL.

SOURCE OF FUNDING FOR TRIP N/A

NO STUDENT SHALL BE DENIED THE TRIP BECAUSE OF AN INABILITY TO PAY.

BILL TRIP EXPENSES TO: ☐ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☐ BOARD ☐ OTHER, SPECIFY _____

NUMBER OF: STUDENTS 50 FACULTY SPONSORS 2 OTHER CHAPERONES 3

TOTAL # OF PARTICIPANTS 55

MODE OF TRANSPORTATION - WALKING

☐ CERTIFICATED COMMON CARRIER; SPECIFY _____

☐ PRIVATE VEHICLE, AS ALLOWED BY POLICY; SPECIFY DRIVER(S) _____

SUPERVISION (ATTACH LIST OF NAMES OF ADULTS ACCOMPANYING STUDENTS ON TRIP.)

Have all chaperones undergone the required records check and been designated by the principal/designee to supervise students? ☒ Yes ☐ No

Sharyl Iden

Signature of Faculty Sponsor

May 8, 2015

Date

Trip has been ☐ approved ☐ disapproved. Reason for disapproval _____

Signature of Board Chairperson

Date

For overnight and/or out-of-state trips, approval of the Board may be required by policy 09.36.

RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.23

Review/Revised:7/11/13