

STUDENTS

09.36 AP.21

School-Related Student Trip Request Form

Section 1 (To be completed by requesting organization – Please fill out a separate form for each bus.)

Date of Request Aug 17, 2015 Date of Event May 29 - June 2, 2016
Organization Gifted/Talented - 21st Century School All Schools

Type of Trip (Circle One)

In-County Instructional

In-County Athletic

Other: (Explain in detail)

Out-of-County Instructional

Out-of-County Athletic

Out-of-State Instructional

Out-of-State Athletic

Destination (event and/or place) NEW YORK, NEW YORK

Planned Stops to and from See Attached itinerary

Number of passengers up to 56 Date and Time of Departure May 29 @ 7:30 pm

Departing location TCMS Date and Time of Return June 2 @ 10:30 AM

Returning location TCMS Chaperones _____

Chaperones' Cell Phone # 870-498-0452

Please explain how this trip correlates with the unit of study History, Culture, all areas of S.S., ART, & Many More

Special Requests (Driver, Type Bus, Handicap Access, etc.) Junior tours -
we will be going on a charter bus

Trip Requested By: USA Petrie

Driver Assigned _____ Bus # _____

Organization Responsible for Payment INDIVIDUALS ON TRIP

Approval of Site Based Council Representative Jamal Per

District Use Only

Section 2

Approval of District Representative Barry P. Massey Date 8-17-15

Driver – Turn in this Information with Timesheets

Section 3

Date/Time Departure _____ Odometer Start _____

Date/Time Return _____ Odometer Ending _____

Mileage Cost – total miles X \$1.50 per mile = _____

Driver Payment – total hours X \$10.50 per hour (Minimum two hours) = _____

Total Invoiced Amount _____ Invoiced to _____

Invoice Date _____ Payment Amount received _____ Payment Date _____

I hereby certify that the above information is correct to the best of my knowledge.

Driver Signature _____ Date _____

Driver Comments _____

Review/Revised: 9/10/12



7/31/15

Todd County Middle School
3 Day New York City "Big Apple" Experience

Sunday, May 29, 2016

- 7:30 PM Bus to arrive at school
- 8:00 PM Departure from your school
- Meals en route at group's expense

Monday, May 30, 2016

- 1:00 PM Arrive at hotel - Join Tour Escort and check in if rooms are ready
- 2:00 PM Orientation tour to include Times Square, Radio City Music Hall, Lincoln Center, Madison Square Garden
- 3:30 PM Admission to Museum of Natural History or Metropolitan Museum of Art
- 6:00 PM Dinner
- 7:30 PM Admission to Empire State Building or Top of the Rock for a spectacular view of NYC skyline

Tuesday, May 31, 2016

- 8:00 AM Breakfast at the hotel
- 10:00AM Visit Central Park
- 11:00AM Riding tour of Upper West Side to see Cathedral of St. John the Divine, Harlem, Columbia University and the Apollo Theater
- 1:00 PM Browsing along famous 5th Ave. - H&M, Niketown, Trump Towers, Tiffany's, Sak's, Apple, American Girl Store, etc... with time for lunch at group's expense
- 4:00 PM Visit Rockefeller Center, NBC Store and St. Patrick's Cathedral
- 5:00 PM Dinner
- 7:00 PM See Broadway Show

Wednesday, June 1, 2016

- 8:00 AM Breakfast at the hotel and check out
- 10:00AM Ferry ride to the Statue of Liberty (time permitting, groups may explore Liberty Island) and Ellis Island Immigration Museum with time for lunch at group's expense.
- 3:30 PM Visit the 9/11 Memorial
- 4:30 PM Departure for home
- Dinner en route at group's expense

Thursday, June 2, 2016

- 10:30 AM Approximate time of arrival at school

This itinerary is a sample and could be altered to accommodate any special interests of your group.