

School-Related Student Trip Request Form

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| SUBMIT THIS FORM ONE WEEK PRIOR TO THE NEXT REGULAR BOARD MEETING. |
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SCHOOL PHS FACULTY MEMBER(S) SPONSORING TRIP Traci Tackett

## TYPE OF TRIP (CHECK ONE):

- ☒ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify ACES Future City Nationals  
☐ Organization/Club Trip, specify \_\_\_\_\_ ☐ Other (athletic, band, if applicable) \_\_\_\_\_

DESTINATION Washington, D.C. ADDRESS Capitol Hilton PHONE \_\_\_\_\_

- ☒ Out of State ☐ Out of County ☐ Within County

☒ Overnight; give name, address, phone of lodging Capitol Hilton Hotel1001 6th Street NW Washington, D.C. 20036DATE(S) OF TRIP Feb. 12-17 DEPARTURE TIME 5:00 pm RETURN TIME 10:00 pmPURPOSE/EDUCATIONAL VALUE Students will compete at the National Future City Engineering Competition.SOURCE OF FUNDING FOR TRIP Board of Ed and Donation

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

BILL TRIP EXPENSES TO: ☐ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☒ BOARD ☐ OTHER,  
SPECIFY Board - D.C. Hotel + air fare Donation Charleston Hotel, BusNUMBER OF: STUDENTS 10 FACULTY SPONSORS 2 OTHER CHAPERONES 4TOTAL # OF PARTICIPANTS 16

## MODE OF TRANSPORTATION

Subway +  
Taxi in D.C.IS DISTRICT TRANSPORTATION NEEDED? ☐ NO ☒ YES, SEE PROCEDURE 09.36 AP.212.☒ CERTIFICATED COMMON CARRIER; SPECIFY American Airlines☐ PRIVATE VEHICLE, IF 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 ☐ NoTraci Tackett  
Signature of Faculty Sponsor2-1-16  
DateTrip has been ☐ approved ☐ disapproved. Reason for disapproval \_\_\_\_\_[Signature]  
Signature of Superintendent/Designee2-1-16

Date

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

## RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised:8/20/01

#### Teacher List

1. Traci Tackett
2. Jason Booher

#### Student List

1. Jacob Barber
2. Jewel Booher
3. Harrison Booher
4. Alexandra Fleniken
5. Hunter Jones
6. Isabella Justice
7. Jason Lin
8. Colin Street

#### Sibling List

1. Ginna Jones
2. Raven Jones

#### Chaperone List

1. Hilary Booher
2. Patrick Jones
3. Ginger Jones
4. Mary Jo Ratliff