

STUDENTS

09.36 AP.21

School-Related Student Trip Request Form

SUBMIT THIS FORM ONE WEEK PRIOR TO THE NEXT REGULAR BOARD MEETING.

SCHOOL PHS FACULTY MEMBER(S) SPONSORING TRIP Prater / Blackburn

TYPE OF TRIP (CHECK ONE):

☐ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify _____
☒ Organization/Club Trip, specify FBLA Regionals ☐ Other (athletic, band, if applicable) _____

DESTINATION Galt House ADDRESS Louisville, KY PHONE _____

☒ Out of State ☐ Out of County ☐ Within County

☒ Overnight; give name, address, phone of lodging _____
Galt House, Louisville, KY

DATE(S) OF TRIP 4/18-4/20/16 DEPARTURE TIME 6:00 A.M. RETURN TIME 6:00 A.M.

PURPOSE/EDUCATIONAL VALUE FBLA State Competition

SOURCE OF FUNDING FOR TRIP FBLA members

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 Undetermined FACULTY SPONSORS 2 MA Prater
Brandon Blackburn
 OTHER CHAPERONES

TOTAL # OF PARTICIPANTS Undetermined *will depend on regional results on March 16.

MODE OF TRANSPORTATION

IS DISTRICT TRANSPORTATION NEEDED? ☐ NO ☒ YES, SEE PROCEDURE 09.36 AP.212.

☐ CERTIFICATED COMMON CARRIER; SPECIFY _____

☐ 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 ☐ No

MA Prater
 Signature of Faculty Sponsor

2/10/16
 Date

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

Signature of Superintendent/Designee

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