

School-Related Student Trip Request Form

SUBMIT THIS FORM TWO (2) WEEKS PRIOR TO THE TRIP.

SCHOOL SCES FACULTY MEMBER(S) SPONSORING TRIP Ashley Phillips

TYPE OF TRIP (CHECK ONE):

- ☐ Classroom Field Trip ☒ Class Trip (i.e., junior, senior), specify 1st Grade
☐ Organization/Club Trip, specify _____ ☐ Other (athletic, band, if applicable)

DESTINATION Main Street ADDRESS Taylorsville, KY PHONE 502-477-3218

☐ Out of State ☐ Out of County ☒ Within County

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

DATE(S) OF TRIP 5/5/16 DEPARTURE TIME 9:00 RETURN TIME 1:00

PURPOSE/EDUCATIONAL VALUE To explore career opportunities and learn more about local businesses/services.

SOURCE OF FUNDING FOR TRIP Students

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

BILL TRIP EXPENSES TO:

☐ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☐ BOARD ☒ OTHER, SPECIFY SCES

NUMBER OF STUDENTS 108 FACULTY SPONSORS 5 OTHER CHAPERONES _____

TOTAL # OF PARTICIPANTS 113

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 AOC check and been designated by the principal/designee to supervise students? ☒ YES ☐ NO

Ashley Phillips
Signature of Faculty Sponsor

3/25/16
Date

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

[Signature]
Signature of Superintendent/Designee

3-25-16
Date

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

FIELD TRIP CHARGES

\$.93 per mile

Regular hourly rate for driver, plus overtime if driver's hours exceed 40 per week

Meals provided by sponsor: ☐ Yes ☐ No

Admission to event provided by sponsor: ☐ Yes ☐ No

Send copy to lunchroom: ☒ Yes ☐ No

Bus limits: 2 persons per seat

Overnight lodging: Single room

Driver time starts 15 min. before departure and ends 15 min. after arrival

Driver requested: 1. _____ 2. _____ Number of buses requested: 2

Pick Up @ SCES 9:00
Drop Off @ Community Center

Pick Up @ Community Center @ 1:00
Drop Off @ SCES

White Copy - Central Office

Yellow Copy - Bus Driver

Pink Copy - School Sponsor

Instructional Plan for Field Study/Special Event Learning Experience

Teacher: L Abell, Blumeir, ~~Blumeir~~ Hagman, Hawley, Mantel
Class: 1st Grade
Date: 5/5/16
Class Size: 108 students

Instruction Plan

PRE Activities

☒ Career guidance lesson
☒ Career Day
☒ Career research

POST Activities

☒ discussion about what they have learned.

Reading/Writing/Math/Science/Social Studies/Arts and Humanities Strategies
(Use any that apply)

Choose one post-assessment of learning activity:

- ☐ Open Response Prompt: _____
- ☐ Student Product: _____
- ☐ Performance Event: _____

☒ Writing for Authentic Audience: Thank you letter to the bussiness with what they learned from them.
Adaptations or Special Strategies (if applicable)