

School-Related Student Trip Request Form

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

SCHOOL Spencer Co. Elem. FACULTY MEMBER(S) SPONSORING TRIP Michelle Noel + Minnie Zerkuklu
Matt Whitlock

TYPE OF TRIP (CHECK ONE):

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

DESTINATION Fort Harrod ADDRESS 100 S College St. PHONE (859) 734-3314
Harrodsburg Ky 40330

☐ Out of State ☒ Out of County ☐ Within County

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

DATE(S) OF TRIP Mon April 29th DEPARTURE TIME 9:00 RETURN TIME 3:00

PURPOSE/EDUCATIONAL VALUE SS Common Core - hits multiple
standards

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 60 FACULTY SPONSORS 3 OTHER CHAPERONES 10

TOTAL # OF PARTICIPANTS 73

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

Michelle Noel
Signature of Faculty Sponsor

April 18, 2016
Date

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

M. Zerkuklu
Signature of Superintendent/Designee

4-19-16
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. Chad Goodlett

Number of buses requested: 1

* Need underbus compartment for food boxes + cooler

White Copy - Central Office

Yellow Copy - Bus Driver

Pink Copy - School Sponsor

Instructional Plan for Field Study/Special Event Learning Experience

Teacher: Noel + ZurKuhlen

Class: 5th

Date: April 29th

Content Connection: Social Studies Common Core - Native Amer + Settling the US

Targeted Standard: SS.5.1(5.2.2), SS.5.2(2.3.2), SS.5.4(4.1.1)

PRE Activities

In depth study of Native Americans + settling the U.S.

- rdg/writing activities

- simulations

- Tests + ERs

POST Activities

Extended Response

Writing piece

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

Rdg about, Writing about
all SS content

Choose one post-assessment of learning activity:

- ☒ Open Response Prompt: ER
- ☐ Student Product: _____
- ☐ Performance Event: _____
- ☒ Writing for Authentic Audience: Students will have a choice of

which format they want used to
Adaptations or Special Strategies (if applicable) create a written

piece