

STUDENT'S

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 Holly Scott

TYPE OF TRIP (CHECK ONE):

- ☐ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify \_\_\_\_\_  
☒ Organization/Club Trip, specify: Cooking Team ☐ Other (athletic, band, if applicable) \_\_\_\_\_  
 DESTINATION Louisville, Ky ADDRESS State Fair PHONE \_\_\_\_\_  
☐ Out of State ☒ Out of County ☐ Within County  
☐ Overnight; give name, address, phone of lodging \_\_\_\_\_

DATE(S) OF TRIP 8/19-8/20 + 8/25-8/26 DEPARTURE TIME 9:00 am RETURN TIME 9:00 pm

PURPOSE/EDUCATIONAL VALUE Cooking Team will be competing in the State

SOURCE OF FUNDING FOR TRIP PHS

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 4 FACULTY SPONSORS 1 OTHER CHAPERONES \_\_\_\_\_  
 TOTAL # OF PARTICIPANTS 5 Chris Fleniken Debra Scott Robert

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 09.36 AP.212

Holly Scott  
 Signature of Faculty Sponsor

7/22/16  
 Date

|   |                        |
|---|------------------------|
| Trip has been <input type="checkbox"/> approved <input type="checkbox"/> disapproved. Reason for disapproval _____    |                        |
| <u>Debra Scott</u><br>Signature of Superintendent/Designee  | <u>7/22/16</u><br>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.22, 09.36 AP.23

Review/Revised: 8/20/01