STUDENTS

09.36 AP.21

Field Trip Request Forms

NELSON COUNTY BOARD OF EDUCATION

FIELD TRIP REQUEST FORM

General Information:

Teacher Name Mitzi Arnett School Cox's Creek Elementary

Grade/Subject 4th + 5th Funding Source Beta Members

Destination & Address Kentucky Jr Beta Convention Date of Trip Feb 15-17, 2017

Academic Information:

Core Content +/or Exiting Criteria Covered Math, science, social studies, poetry essay spelling, language arts, book battle, quizbowl, arts, crafts, talent, career

Academic Objective of Trip students will compete in various academic art, craft and talent competitions and participate in an electronic project

Academic Pre-Trip Activities (Please attach plan.)

Academic Post-Trip Activities (Please attach plan.) see attachment

Evaluation Procedures Awards and recognitions are given at the State Convention. Those that qualify move on to Nationals.

Transportation:

Number of Buses Needed 2 Time Leaving 8:00 Time Returning 3:00

Number of Students 70+ Number of Adults 8+ Compartments Needed Yes

(CENTRAL OFFICE USE ONLY)

Date Called for Buses Driver(s) Assigned

Date School Notified

Itemized Cost: Bus Drivers $ Mileage $ Cost per Child $

Signatures:

Teacher	Principal	Superintendent/Director of Transportation
Date	Date	Date

Field Trip Request Form- Overnight & Out-of-State Activity Request

School Cuts Creek Elementary Grade & Number of Students Attending 4th & 5th

Person Making Request Mitzi Arnett Position Beta Sponsor

Overnight Activity ☐ Out-of State Activity ☐ Dates Scheduled Feb 15-17, 2017

Name of Activity Kentucky Junior Beta State Convention

Location of Activity Lexington, Ky

Objectives of Activity Students will compete in various academic, art, craft and talent competitions

Pre-trip preparatory activities planned (please attach appropriate documents) see attachment

Post-trip culminating activities planned (please attach appropriate documents) see attachment

Oral student presentations planned after trip see attachment.

Name(s) of certified staff attending Mitzi Arnett

Name(s) of other adults attending unsure at this time

Plan for handling student medication needs Mitzi Arnett RN will be available to administer medications if needed

Plan for supervision (day) students will travel in groups to the various areas of competition accompanied by a chaperone

Plan for supervision (night – please be specific for all hours of the night) chaperones will be in rooms or rooms close by Beta members.

Signed Mitzi Arnett Date 8-26-16

Principal [illegible] Date Approved 08-29-16

Superintendent _____ Date Approved _____

Review/Revised:5/17/11