School Field Trip Packet - Overnight/Greater than 100 miles with District Transportation

Organization: **Marion County Public Schools** Employee: **STEVEN BEAMS**

Assigned To: **User - chris.brady**

Warning: You are not the assigned user for this stage.

Show History

Remove Applicants or Employees

NOTE: Field trip packets that require Board approval will only be approved at the first regular board meeting each month; if your trip does not require Board approval, please submit your forms three weeks prior to the trip.

School Professional Leave

PERSONNEL

03.125 AP.21

* Employee Name	Daniel Beams
* School/Work site	Marion County High School
* Date(s) of leave	11/12/2016
* Time of departure	03:00 pm
* Destination Lucas Oil Stadium, Indiana	
* Purpose/Rationale for attending Grand Nationals Bands of America	
* Number of students involved	36

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* Substitute needed (please remember to enter your absence in Aesop, even if a substitute is not required.)	No
Number of days (Avg. $100 a day)	
Substitute code	
* Registration	No
Registration cost	
Registration code	
* Mileage	No
Number of miles	
Number of days	
* Lodging	No

Cost per night	
Number of nights	
Lodging rate	
✱ Meals	No
*Estimated **total** meal cost*	
Meals/Mileage/Parking/Lodging Code	
✱ Grand total of expenses	0

***An overnight stay is required for reimbursement of any meals. Meals reimbursed at rate of $7/$8/$15 or $8/$9/$19 (high rate areas). For lodging to be reimbursed, an original, itemized receipt is required. Registration fee, parking tolls, etc. may be reimbursed with original receipts. Credit card slips, registration forms, or check copies are not accepted as receipts. A Travel Voucher (03.125 AP.22) must be completed after the conference/workshop, etc., to receive reimbursement for actual expenses.**

Notes

Reviewed/Revised: 01/12/2015

School-Related Student Trip Request Form

STUDENTS

09.36 AP.21

✱ Faculty member(s) sponsoring trip	1
✱ Type of trip (i.e. classroom, organization, club, athletic, band)	Band
✱ Destination name	Lucas Oil Stadium
✱ Destination address	500 S Capitol Ave, Indianapolis, IN 46225
✱ Destination phone	n/a
Lodging name	
Lodging address	
Lodging phone	
✱ Date(s) of trip	Nov. 12 2016
✱ Time of departure	02:00 pm

✱ Purpose/Educational value

Music for All's Bands of America Grand National Championships, presented by Yamaha is the nation's most exciting marching band event. First and foremost, Grand Nationals is an educational performance opportunity open to all high school bands, on a first-come, first-served basis. Grand Nationals is also a spectacular music and pageantry event, one that band fans from across the nation and around the world travel to for the exciting and creative performances.

✱ Source of funding for trip	Band Activity