

Carla McKay

STUDENTS

09.36 AP.21

Field Trip Request Forms

NELSON COUNTY BOARD OF EDUCATION

FIELD TRIP REQUEST FORM

General Information:

Teacher Name Teresa Lowery School Boston School
Grade/Subject K / 1 Funding Source _____
Destination & Address Denby Dinner Playhouse Date of Trip Oct. 20
525 Marriott Dr Clarksville IN 47129

Academic Information:

Core Content +/-or Exiting Criteria Covered attached

Academic Objective of Trip attached

Academic Pre-Trip Activities (Please attach plan.) attached

Academic Post-Trip Activities (Please attach plan.) attached

Evaluation Procedures attached

Transportation:

Number of Buses Needed 2 Time Leaving 8:30 Time Returning 2:30

Number of Students 68 Number of Adults 4-6 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:

Ryan Fugitt Teresa Lowery Dana Cull
Teacher Principal Superintendent/Director of Transportation
Date 9/26/17 Date 9/26/17 Date _____

Ann Marie Williams

STUDENTS

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(CONTINUED)

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

School Boston School Grade & Number of Students Attending K/1-71
Person Making Request Sara Burke Ryan Fugitt Teresa Lowery Position teacher
Overnight Activity ☐ Out-of-State Activity ☒ Dates Scheduled Oct 20
Name of Activity Derby Dinner Playhouse
Location of Activity 525 Marriott Dr, Clarksville IN 47129
Objectives of Activity attached

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

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

Oral student presentations planned after trip attached

Name(s) of certified staff attending Ryan Fugitt, Teresa Lowery
Sara Burke

Name(s) of other adults attending Janet Owens, Dana P. or Janet C.
Debbie Shumaker

Plan for handling student medication needs Janet Owens

Plan for supervision (day) Teresa Lowery, Ryan Fugitt, Sara Burke
Janet Owens, Debbie Shumaker,

Plan for supervision (night - please be specific for all hours of the night) 8:30-2:30pm

Signed Sara Burke Ryan Fugitt Teresa Lowery
Principal Dana Cuel

Date 9/26/17

Date Approved

Superintendent

Date Approved

Ann Marie Williams

Review/Revised: 5/17/11