

Field Trip Request Forms

NELSON COUNTY BOARD OF EDUCATION

FIELD TRIP REQUEST FORM**General Information:**

Teacher Name David Mudd School Thomas Nelson High School
 Grade/Subject 9-12 Funding Hilton Source Beta club
 Destination & Address Hyatt Regency Hotel Date of Trip 1.28-1.30.18
401 W High St, Lexington, Ky 40507
369 W. Vine St.

Academic Information:

Core Content +/- or Exiting Criteria Covered College and career readiness
 Academic Objective of Trip students will participate in various academic activities during the annual state convention
 Academic Pre-Trip Activities (Please attach plan.) prepare essays and projects accordingly
 Academic Post-Trip Activities (Please attach plan.) We will continue to meet during regular Beta meetings
 Evaluation Procedures Google presentations / MADL speaking rubric

Transportation:

Sunday Tuesday
1.28.18 1.30.18
 Number of Buses Needed 2 Time Leaving 12:30 a.m. Time Returning 2:00 p.m.
 Number of Students 55 Number of Adults 7 Compartments Needed _____

(CENTRAL OFFICE USE ONLY)

Date Called for Buses _____ Driver(s) Assigned _____

Date School Notified _____

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

Signatures:

David Mudd
 Teacher
11.6.17
 Date

[Signature]
 Principal
11/9/17
 Date

[Signature]
 Superintendent/Director of Transportation
11/14/2017
 Date

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

School Thomas Nelson H.S. Grade & Number of Students Attending 57 - 9th-12th
Person Making Request David Mudd Position Beta Club Sponsor
Overnight Activity ☒ Out-of State Activity ☐ Dates Scheduled 1.28-1.30.18
Name of Activity Beta Club State Convention
Location of Activity Lexington Convention Center 401 H. Street Lexington KY 40507
Objectives of Activity Students will compete in numerous academic activities during the annual state convention
Pre-trip preparatory activities planned (please attach appropriate documents) Students will prepare essays and projects accordingly
Post-trip culminating activities planned (please attach appropriate documents) _____

Oral student presentations planned after trip Students will share experiences in the subsequent Beta Club meetings

Name(s) of certified staff attending David Mudd, Maggie Whitfield or Randi Jury

Name(s) of other adults attending Vonne Tichenor, Misty Roller, Dana Whitis Heidi Marksbury, Carisa Hagan will be staying overnight and helping with supervision.

Plan for handling student medication needs Students will indicate medical needs on field trip permission form.

Plan for supervision (day) Students will be competing in various conference rooms throughout the day. Room checks throughout the day.

Plan for supervision (night - please be specific for all hours of the night) 12:00 curfew at the Hilton Hotel, marking ^{tape} placed on exterior of doors, room checks.

Signed D. Mudd

Date 11.8.17

Principal [Signature]

Date Approved 11-9-17

Superintendent _____

Date Approved _____

Review/Revised:5/17/11

[Signature] 11/16/2017