

STUDENTS

09.36 AP.21

School-Related Student Trip Request Form**SUBMIT THIS FORM TWO (2) WEEKS PRIOR TO THE TRIP.**

SCHOOL TES FACULTY MEMBER(S) SPONSORING TRIP Minnie Zuckeuten
 TYPE OF TRIP (CHECK ONE): D. Hickerson, H. Hollen, T. Booth, T. Carrico
☒ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify _____
☐ Organization/Club Trip, specify _____ ☐ Other (athletic, band, if applicable) _____
 DESTINATION Frazier History ADDRESS 829 West PHONE 502-753-5663
☐ Out of State ☒ Out of County ☐ Within County Main St. Lou. Ky
☐ Overnight; give name, address, phone of lodging _____
 DATE(S) OF TRIP March 9 DEPARTURE TIME 9:10 RETURN TIME _____
 PURPOSE/EDUCATIONAL VALUE Please see attached

SOURCE OF FUNDING FOR TRIP parents / family

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 110 FACULTY SPONSORS 6 OTHER CHAPERONES 17
 TOTAL # OF PARTICIPANTS 133

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 AOC check and been designated by the principal/designee to supervise students? ☐ Yes ☐ No

M. Zuckeuten Signature of Faculty Sponsor 2/4/18 Date

Trip has been ☐ approved ☐ disapproved. Reason for disapproval _____

 Signature of Superintendent/Designee _____ Date _____
 For overnight and/or out-of-state trips, approval of the Superintendent and/or Board may be required by policy 09.36.

FIELD TRIP CHARGES

\$.93 per mile \$72.17

Regular hourly rate for driver, plus overtime if driver's hours exceed 40 per week

Competition trips (athletic/academic) Driver salary plus \$15

Admission to event provided by sponsor: ☐ Yes ☐ No

Overnight lodging: Single room

Driver time starts 15 min. before departure and ends 15 min. after arrival

Driver requested: 1. _____ 2. _____ Number of buses requested: _____

Meals provided by sponsor: ☒ Yes ☐ No

Send copy to lunchroom: ☒ Yes ☐ No

Bus limits: 2 persons per seat

RELATED PROCEDURES:

09.36 AP.211. 09.36 AP.212

38.8 miles x 2 = 77.6

Review/Revised: 09/22/03