

**School-Related Student Trip Request Form**

SUBMIT THIS FORM ONE WEEK PRIOR TO THE BOARD MEETING.

**FACULTY MEMBER(S) SPONSORING TRIP:** GREG DUTY**TYPE OF TRIP (CHECK ONE):**

- ☒ Classroom Field Trip      ☐ Class Trip (i.e., junior, senior), specify: 8<sup>th</sup> Grade  
☐ Organization/Club Trip, specify \_\_\_\_\_ ☐ Other (athletic, band, if applicable) \_\_\_\_

**DESTINATION:** CAMP JOY      **ADDRESS:** 10117 OLD 3C HIGHWAY CLARKSVILLE, OH 45113**PHONE:** (937) 289-2031

- ☒ Out of State    ☐ Out of County    ☐ Within County  
☐ Overnight; give name, address, phone of lodging \_\_\_\_\_

**DATE(S) OF TRIP:** AUGUST 20, 2018    **DEPARTURE TIME:** 8:00AM    **RETURN TIME:** 3:00PM

**PURPOSE/EDUCATIONAL VALUE:** STUDENTS WILL BE PARTICIPATING IN TEAM BUILDING ACTIVITIES THAT BUILD CHARACTER ALLOWING THEM TO SERVE AS MENTORS/LEADERS FOR THE YOUNGER STUDENTS IN THE SCHOOL. THEY WILL ALSO BE PARTICIPATING IN CHALLENGE ACTIVITIES THAT BUILD CHARACTER.

**SOURCE OF FUNDING FOR TRIP:** GENERAL FUND*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:** 15      **FACULTY SPONSORS:** 3      **OTHER CHAPERONES:**  
**TOTAL # OF PARTICIPANTS:** 18

**MODE OF TRANSPORTATION**

☒ **CERTIFICATED COMMON CARRIER; SPECIFY:** BELLEVUE INDEPENDENT SCHOOL DISTRICT BUS

☐ **PRIVATE VEHICLE, AS ALLOWED BY POLICY; SPECIFY DRIVER(S):** GREG DUTY, ROBIN JONES

**SUPERVISION (ATTACH LIST OF NAMES OF ADULTS ACCOMPANYING STUDENTS ON TRIP.)**

Have all chaperones undergone the required records check and been designated by the principal/designee to supervise students?    ☒ Yes    ☐ No

*Greg Duty*  
 \_\_\_\_\_  
*Signature of Faculty Sponsor*

*8/8/18*  
 \_\_\_\_\_  
*Date*

Trip has been ☐ approved    ☐ disapproved. Reason for disapproval \_\_\_\_\_

\_\_\_\_\_  
*Signature of Board Chairperson*

\_\_\_\_\_  
*Date*

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

**RELATED PROCEDURES:**

09.36 AP.211, 09.36 AP.23

Review/Revised:7/11/13

Faculty Chaperones:  
Jennifer Weber  
Shelley Hamberg  
Eddie Franke or Greg Duty