

Trip Request Form

NOTE: For trips requiring Board approval (all overnight trips), this form must be routed through the Principal and Superintendent and to the Board at least one (1) week prior to the next regularly scheduled Board meeting. For other trips, submit this form to the Principal at least two (2) weeks prior to the trip.

SCHOOL TC HS FACULTY K. Carter/L. Ricks MEMBER(S) _____ SPONSORING _____ TRIP _____

TYPE OF TRIP (Check one):

- ☐ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify _____
- ☒ Organization/Club Trip (specify) TSA/STLP ☐ Other (athletic, band, if applicable) _____

DESTINATION 501 Broadway, Nashville TN 37203 ADDRESS Bridgeport Arena PHONE _____

- ☒ Out-of-State ☐ Out-of-County ☐ Within-County
- ☐ Overnight (Give name, address, phone of lodging) _____

DATE(S) OF TRIP 11/19/18 DEPARTURE TIME 8:30am RETURN TIME 11pm

PURPOSE/EDUCATIONAL Nashville Predators Leadership Night VALUE _____

SOURCE TSA/STLP OF _____ FUNDING _____ FOR _____ TRIP _____

BILL. TRIP EXPENSES TO: ☒ Sponsoring Organization ☐ School Council ☐ Board ☐ Other (Specify) _____

PARTICIPANTS

Number of Students 30 Faculty Sponsors 2 Other Chaperones 38 Total # of Participants _____

TRANSPORTATION

Is District transportation needed? ☐ No ☒ Yes (See Procedure 09.36 AP.212)

☒ Bus ☐ Other Board-owned/insured vehicle

☐ Private Vehicle(s) _____ List _____ drivers: _____

Notification to parents/guardians that private vehicles are to be used? ☐ Yes ☐ No

☐ Certificated Common Carrier (Specify) _____

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

Faculty Sponsor's Signature Kelly Carter
Stan Ricks

Date 10/18/18
10/18/18