

School-Related Student Trip Request Form

SUBMIT THIS FORM ONE WEEK PRIOR TO THE BOARD MEETING.

FACULTY MEMBER(S) SPONSORING TRIP Miranda Smith

TYPE OF TRIP (CHECK ONE):

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

DESTINATION Cincinnati Museum Center ADDRESS 1301 Western Ave PHONE 513-287-7021

- ☒ Out of State ☐ Out of County ☐ Within County Cincinnati, OH
☐ Overnight; give name, address, phone of lodging _____

DATE(S) OF TRIP 2-21-19 DEPARTURE TIME 9:30 RETURN TIME 1:00PURPOSE/EDUCATIONAL VALUE We will be exploring the children's museum - participating in hands-on learning activitiesSOURCE OF FUNDING FOR TRIP Preschool Grant*NO STUDENT SHALL BE DENIED THE TRIP BECAUSE OF AN INABILITY TO PAY.*BILL TRIP EXPENSES TO: ☐ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☐ BOARD ☒ OTHER, SPECIFY Preschool Grant - see Marlene JonesNUMBER OF: STUDENTS 25 FACULTY SPONSORS 5 OTHER CHAPERONES 8
TOTAL # OF PARTICIPANTS 38

MODE OF TRANSPORTATION

- ☒ CERTIFICATED COMMON CARRIER; SPECIFY Newport
☐ PRIVATE VEHICLE, AS ALLOWED BY POLICY; SPECIFY DRIVER(S) _____

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 ☐ NoMiranda Smith
Signature of Faculty Sponsor1-7-19
DateTrip 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

List of chaperones for preschool field trip:

Miranda Smith
Nancy Smith
Hannah Elliot
Shiloh Schweitzer
Stephanie Watson

Carrie Weber
Cierra O'Banion
Gina Laycock
Ben Grammer
Sarah Paynter
Emily Robinson
Paige Roberts
Sierra Couch