

School-Related Student Trip Request Form

SUBMIT THIS FORM ONE WEEK PRIOR TO THE BOARD MEETING.

FACULTY MEMBER(S) SPONSORING TRIP KELLY GREEN

TYPE OF TRIP (CHECK ONE):

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

DESTINATION RECA ADDRESS 11 S VIEWPOINT DRIVE, ALEXANDRIA PHONE (859) 380-3659

- ☐ Out of State ☐ Out of County ☒ Within County

☐ Overnight; give name, address, phone of lodging _____

DATE(S) OF TRIP 5-20-2019 DEPARTURE TIME 9:30 A.M. RETURN TIME 12:30 P.M.

PURPOSE/EDUCATIONAL VALUE STUDENTS READ BOOKS AND TAKE QUIZZES ON THOSE BOOKS TO EARN POINTS. IF STUDENTS EARN A CERTAIN NUMBER OF POINTS, BY THE END OF THE YEAR, THEY GET TO PARTICIPATE IN THE ROLLER-SKATING FIELD TRIP.

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 AROUND 35 FACULTY SPONSORS 1 OTHER CHAPERONES 4TOTAL # OF PARTICIPANTS 39

MODE OF TRANSPORTATION

☒ CERTIFICATED COMMON CARRIER; SPECIFY NEWPORT BUS☐ 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 ☐ No

Kelly Green*Signature of Faculty Sponsor*4/11/2019*Date*

Trip has been <input type="checkbox"/> approved <input type="checkbox"/> disapproved. Reason for disapproval _____ _____ _____ <div style="display: flex; justify-content: space-between;"> <div><i>Signature of Board Chairperson</i></div> <div><i>Date</i></div> </div>

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