

School-Related Student Day Trip and Overnight Trip Request Forms

THIS FORM MUST BE SUBMITTED TO THE PRINCIPAL TWO (2) WEEKS PRIOR TO THE TRIP. IF BOARD APPROVAL IS REQUIRED, THE BOARD MUST RECEIVE THE FORM AT LEAST TWO (2) TWO WEEKS IN ADVANCE OF TRIP.

INFORMATION

1. Sponsor's Name Sherriil Tanner Club or Dept Migrant
2. Name of all chaperones Sherriil Tanner, Jason Doyle, Jesus Ariza, Nathan Tanner, Markena Starks, Eugenia Morales, Cindy Sasser
3. Where will the group be going? Murray State University
4. Purpose of the trip To work on College & Career Readiness
 *If the trip is a State Competition Trip, meals will be reimbursed at a daily rate of \$40.00, and must be accompanied by receipts.
5. When is it to be held? Date 6/9/19 - 6/15/19 Departure Time 1:00 PM
 Estimated Travel Time 2 Hours
6. City Murray State KY Estimated Distance (Round trip) 200 mi.
7. Place of overnight lodging (name, address & phone #) Clark Hall (Dorm) MSU
8. Identify students by name (use attached sheet, if necessary) 12 students (High School)

- Costs To be paid by regional Migrant Program
9. Cost to students 0 Cost to school organization 0 Cost to Board 0
 10. Describe the relevance of the trip: educational, cultural, etc./educational activities The students will work on college readiness and Explore careers of interest
 11. Other activities planned study and Debate each other
 12. How will this trip benefit your students? Help prepare for college and work force
 13. Type of transportation used Webster Co Bus
 14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
☐ Yes ☒ No If NO, indicate why: They are still being selected

Sherriil Tanner 4/17/19
 Sponsor's Signature Date Principal's Signature Date

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

Signature of Superintendent/Designee Date Board Approval Date

RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.212

Review/Revised: 2/18/13