

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 Mr Bruce Club or Dept FFA
 2. Name of all chaperones Ashley C. Toppel
 3. Where will the group be going? State Fair
 4. Purpose of the trip State comp. in multiple events
*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 Aug. 15-16 Departure Time 7:30 AM
Estimated Travel Time 3 hrs.
 6. City Louisville State KY Estimated Distance (Round trip) _____
 7. Place of overnight lodging (name, address & phone #) Holiday Inn Express
Fair + Expo. 502-546-4411
 8. Identify students by name (use attached sheet, if necessary) _____
 9. Cost to students _____ Cost to school organization \$300- Cost to Board \$500-
 10. Describe the relevance of the trip: educational, cultural, etc./educational activities _____
Students present projects, contests on a state level.
They use classroom knowledge from previous years in a
 11. Other activities planned Competitions culminating event
 12. How will this trip benefit your students? Exposure to more high level
competition + see views from all over the state
 13. Type of transportation used Vans - to be rented & driven by advisors.
 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 will only if teams are chosen
- Sponsor's Signature Mr Bruce Date 7/1/19 Principal's Signature [Signature] Date 7/8/19

Trip has been ☒ approved ☐ disapproved. If disapproved, explain below:

Signature of Superintendent/Designee

Date

Board Approval Date