

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 M. Bruce Club or Dept FFA
 2. Name of all chaperones Bruce, Cherry, Istock
 3. Where will the group be going? FFA LTC
 4. Purpose of the trip Officers Rising Sun Leadership Conf.
**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 Sept. Departure Time 3:00pm
Estimated Travel Time 2 hrs.
 6. City Hardensburg State KY Estimated Distance (Round trip) _____
 7. Place of overnight lodging (name, address & phone #) Camp
 8. Identify students by name (use attached sheet, if necessary) Shane Mooney, or Hallie Ellis + Madelyn Hackney
 9. Cost to students \$10 Cost to school organization \$100 Cost to Board 0
 10. Describe the relevance of the trip: educational, cultural, etc./educational activities
Required Regional + chapter officer training
 11. Other activities planned State run leadership activities
 12. How will this trip benefit your students? Leadership
 13. Type of transportation used Student's drive - advisors drive
 14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
☐ Yes ☒ No If NO, indicate why: _____
- Sponsor's Signature M. 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