

School-Related Student Trip Request Form

SUBMIT THIS FORM TWO (2) WEEKS PRIOR TO THE TRIP.

SCHOOL SCES

FACULTY MEMBER(S) SPONSORING TRIP

Penrod, Mallory, Whitlock

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 KET

ADDRESS 600 Cooper Drive PHONE 800-432-0981

Out of State Out of County Within County

Overnight: give name, address, phone of lodging

DATE(S) OF TRIP 9-16-19

DEPARTURE TIME 9:30

RETURN TIME 2:00

PURPOSE/EDUCATIONAL VALUE Learning to use technology for
classroom assignments

SOURCE OF FUNDING FOR TRIP KET

NO STUDENT SHALL BE DENIED THE TRIP BECAUSE OF AN INABILITY TO PAY.

BILL TRIP EXPENSES TO:

SPONSORING ORGANIZATION SCHOOL COUNCIL BOARD OTHER, SPECIFY KET

NUMBER OF STUDENTS _____ FACULTY SPONSORS _____ OTHER CHAPERONES _____

TOTAL # OF PARTICIPANTS _____

MODE OF TRANSPORTATION

IS DISTRICT TRANSPORTATION NEEDED? NO YES, SEE PROCEDURE 09.36 AP.212.

CERTIFICATED COMMON CARRIER; SPECIFY _____

PRIVATE VEHICLE, IF ALLOWED BY POLICY; SPECIFY DRIVER(S) _____

SUPERVISION (Attach list of names of adults accompanying students on trip.)

Have all chaperones undergone the required records AOC check and been designated by the principal/designee to supervise students? YES NO

Michelle Remond

Signature of Faculty Sponsor

9-6-19

Date

Trip has been approved disapproved. Reason for disapproval _____

Gina McLeanis

Signature of Superintendent/Designee

9/6/19

Date

For overnight and/or out-of-state trips, approval of the superintendent and/or Board may be required by policy 09.36.

FIELD TRIP CHARGES

\$93 per mile

Regular hourly rate for driver, plus overtime if driver's hours exceed 40 per week

Meals provided by sponsor: Yes No

Admission to event provided by sponsor: Yes No

Send copy to lunchroom: Yes No

Overnight lodging: Single room

Bus limits: 2 persons per seat

Driver time starts 15 min. before departure and ends 15 min. after arrival

Driver requested: 1. _____ 2. _____ Number of buses requested: _____

Instructional Plan for Field Study/Special Event Learning Experience

Teacher: Penrod /Mallory

Class: Language Arts

Date: 9-16-19

Class Size: 53 both classes

Instruction Plan

PRE Activities

Students have read Wonder and are assigned to create a movie or some technology representation of the book.

POST Activities

Students will use what they learn at KET to complete their project.

Reading/Writing/Math/Science/Social Studies/Arts and Humanities Strategies (Use any that apply)

Use digital resources to create and publish products.

Choose one post-assessment of learning activity:

- Open Response Prompt: _____
- Student Product: movie or media production
- Performance Event: _____
- Writing for Authentic Audience: _____

Adaptations or Special Strategies (if applicable)