

Local

## School-Related Student Trip Request Form

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

SCHOOL TES

FACULTY MEMBER(S) SPONSORING TRIP Caricco, Drake, Tackett, Waller

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 KYcenter Waterfront Park ADDRESS 501 W. main PHONE 502 498 2436

Out of State  Out of County  Within County  
 Overnight: give name, address, phone of lodging \_\_\_\_\_

DATE(S) OF TRIP 4-9-20 DEPARTURE TIME 9:00 RETURN TIME 2:00

PURPOSE/EDUCATIONAL VALUE Dragons Love Tacos RL3.1 ASK

And answer questions

SOURCE OF FUNDING FOR TRIP Students

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 86 FACULTY SPONSORS 5 OTHER CHAPERONES 12

TOTAL # OF PARTICIPANTS 105

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

Amber Waller  
Signature of Faculty Sponsor

8-26-19

Date

Trip has been  approved  disapproved. Reason for disapproval \_\_\_\_\_

Desiree  
Signature of Superintendent/Designee

9-16-19

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: 2

\$ 10 per chaperone

White Copy - Central Office

Yellow Copy - Bus Driver

Pink Copy - School Sponsor

= 4.25

Tickets \$ 8 per kid plus bus 375/88 = \$ 12.25 per student