

School-Related Student Trip Request Form

Section 1 (To be completed by requesting organization – Incomplete forms will be returned, causing a delay in scheduling transportation for the event.)

Date of Request Nov 6th Date of Event 3/19/2020
Organization TCHS School TCHS
Number of Passengers 47

Type of Trip (Circle One)

- In-County Instructional
- In-County Athletic
- Out-of-County Instructional
- Out-of-County Athletic
- Out-of-State Instructional
- Out-of-State Athletic
- Other: (Explain in detail out of state Career Exploration)

Destination (Event, City, and State) Nissan Group of North America, Smyrna, TN 37167

Planned Stops to and from To McDonald, Arbys, or Taco Bell for lunch, near the plant.

Departing location TCHS Date of Departure 3/19 Time of Departure 9:30am

Returning location TCHS Date of Return 3/19 Time of Return 4:30pm

Chaperone(s) Rachel Westerman, Kim Wolfard, TBD Chaperone's Phone # 770-839-9995

Special Requests (Check One)

- Van
- Wheelchair Accessible
- Other: Monitor
- Other (Explain in Detail)

If requesting the van, has the person driving been certified and approved to drive? Yes No (Check one)

Person Driving Van _____ Trip Requested By: Rachel Westerman

Organization Responsible for Payment Senior Class of 2020

Approval of Site Based Council Representative [Signature] Date _____

District Use Only

Section 2

Approval of District Representative _____ Date _____

DRIVER – TURN THIS FORM IN WITH TIMESHEETS

Section 3

Date/Time Departure: _____ Odometer Start: _____

Date/Time Return: _____ Odometer End: _____

I hereby certify that the above information is correct to the best of my knowledge.

Driver Signature _____ Date _____

Driver Comments:

Coach or School Representative Signature _____ Date _____

Review/Revised:4/9/2018

Request to Place an Item on the Agenda

Name: Rachel Westernman

Address: TCCHS

Telephone number: 270-265-2506

Name of school children attend, if applicable: _____

Group represented: TCCHS Senior

Check if request was submitted to: Superintendent Board Chairperson

Conferred with following administrators (names): Detric Kinney

Description of Issue: Travel out-of-state to the Nissan plant in Smyrna, Tennessee

Specific Action Requested: permission for out-of-state travel

Check if you are: Board Member District Employee Community Member

All requests for items to be placed on the agenda must be submitted to the Superintendent prior to the Board meeting as specified in Board Policy 01.45. Items submitted shall require prior approval of the Superintendent.

Review/Revised: 3/13/06