

Extended Field Trip Request

COST OF TRIP

Estimated Total Cost of Trip

\$1,650.00

Meals/Lodging/Transportation

\$400/1200/50 Galt House Louisville KY.

Name of Facility and City for Lodging

\$200.00

Additional Expenses (Specify) Possible museum entry fee

\$1,850.00

****TOTAL COST**

How Expenses of Trip Are to Be Paid

\$0

School Share

\$1,850.00

Association or Parent Group (Specify) Academic Team Account

\$0

Student's Share (Individual Amount \$0)

Provisions must be made for students who are unable to pay their share for any trip made during the instructional day.

Terms of the student fee waiver policy apply to all trips that are scheduled within the instructional day.

\$1,850.00

****TOTAL PAYMENT MUST MATCH TOTAL COST ABOVE******PLEASE CHECK TO INDICATE THE FOLLOWING ITEMS HAVE BEEN ADDRESSED:**

Field Trip Policy & Procedures & Forms Have Been Reviewed

☒ Yes ☐ No

List of Students Participating Attached

☒ Yes ☐ No

Substitute Request Attached Through AESOP if Applicable

☒ Yes ☐ No

Cost of Trip Completed

☒ Yes ☐ No

Trip Complies with Title IX Equity Issues (middle and high schools)

☒ Yes ☐ No

Complete Itinerary of the Trip Attached

☒ Yes ☐ No

Educational Plan for the Trip Attached (if instructional in nature)

☒ Yes ☐ No**PRIOR to trip, sponsor will ensure completion**

① Trip Reviewed by SBDM Council On (date) 1/22/2020

☒ Yes ☐ No

① All Chaperones are on the Approved Volunteer List & Approved by Principal

☒ Yes ☐ No

① List of Chaperones completed (Mark whether teacher, parent, etc.)

☒ Yes ☐ No

① Field Trip Policy & Procedures have been reviewed by all chaperones on trip

☒ Yes ☐ No

① Field trip rules been explained to the students, chaperones and families

☒ Yes ☐ No**Per Kentucky regulations, all trip forms/signatures shall be retained at school for five (5) years.**

I accept the responsibility of seeing that the above event is represented accurately and shall be carried out in accordance with Board Policies, Administrative Procedures, and any applicable school council policies.

Signature: Anthony W. Carney 1-22-20
DateSignature: Chris B. [Signature] 2/10/20
Date

Review/Revised: 2/18/2019

Extended Field Trip Request

(In excess of 150 Miles, Overnight, Out-of-State or use by Common Carrier)

This form must be completed and sent to the appropriate Chief Director in time to be placed on the agenda of the Board of Education prior to the planned trip date. Safety and liability issues, as well as the availability of substitute teachers (where applicable) are all areas of Board responsibility.

ALL ITEMS MUST BE COMPLETED FOR TRIP TO BE CONSIDERED.SCHOOL John W. Bale Middle SchoolORGANIZATION OR GROUP Academic TeamDATE(S) OF TRIP (Including travel) 3/14 - 3/16/2020Estimated # OF STUDENTS ELIGIBLE FOR TRIP 18Male 10 Female 8Estimated # OF STUDENTS PARTICIPATING 18Male 10 Female 8# OF SCHOOL DAYS INVOLVED 1*Administrative Procedure 09.36 AP.1, maximum of three (3) days*SPONSOR'S NAME Anthony CarneyMALE CHAPERONES 3 FEMALE CHAPERONES 2LOCATION(S): Golf House, Louisville, KYCITY/STATE: Louisville / KY

☐ For out of state trips, please check here if medical assistance from a licensed medical professional is required for any students on trip. School nurse **MUST** be notified of trip.

TRANSPORTATION PROVISIONS:☐ Danville Independent Public School bus☐ Commercial Travel; Insurance Coverage Provided by Travel Firm: _____

Why is a Commercial Carrier being used in lieu of a District School Bus? _____

☒ Private Travel (Review 09.36 AP.1: Restrictions, parent notification, driver notification.)

- Parent Transport – Own vehicle provide NAME OF DRIVERS, INSURANCE COMPANY, LIMITS OF LIABILITY. Driver: Anthony Carney; USAA - Ins. Co.; \$300,000/\$500,000
- Trip Sponsor Transport – Own vehicle \$1,000,000 umbrella policy

☐ Rental Vehicle – Type of vehicle _____, Rental Company _____