

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 Donna Bumpus Club or Dept DFC Triac Blue
2. Name of all chaperones Donna Bumpus

3. Where will the group be going? Louisville

4. Purpose of the trip Environmental Strategies Leadership Training

*If the trip is a State Competition Trip, meals will be reimbursed at a daily rate of \$30.00, and must be accompanied by receipts.

5. When is it to be held? Date 3/10-3/12 Departure Time 4:30 p.m.

Estimated Travel Time 2.5 hrs.

6. City Louisville State Ky Estimated Distance (Round trip) 380

7. Place of overnight lodging (name, address & phone #) Louisville Marriott East, 1903 Embassy Square Blvd. Louisville Ky 40298

8. Identify students by name (use attached sheet, if necessary) Seth Rames, Reagan Rames, Lily Martin

9. Cost to students 0 Cost to school organization 0 Cost to Board 0

10. Describe the relevance of the trip: educational, cultural, etc./educational activities Leadership training that students will use to train youth in our community & the 3 counties in River Valley Region

11. Other activities planned NA

12. How will this trip benefit your students? Great Leadership Opportunity

13. Type of transportation used District Van

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 [Signature] Date 3/20/20 Principal's Signature [Signature] Date 2-28-20

Trip has been approved disapproved. Reason for disapproval _____
Signature of Superintendent/Designee _____ Date _____ Board Approval Date _____

RELATED PROCEDURES:

09.36 (all procedures)

Review/Revised:2/23/2015