

403.65 buses  
≈ \$4.00 each

\$4.00  
OK

## School-Related Student Trip Request Form

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

SCHOOL SCES

FACULTY MEMBER(S) SPONSORING TRIP

Sanford / White  
Mallory / Penrod

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 Taylorville Lake ADDRESS 2825 Overlook Rd PHONE 477-8882

☐ Out of State   ☐ Out of County   ☐ Within County

☐ Overnight: give name, address, phone of lodging \_\_\_\_\_

DATE(S) OF TRIP Tues. June 1 DEPARTURE TIME 9 RETURN TIME 1:00

PURPOSE/EDUCATIONAL VALUE Class about lake safety/life jackets

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 104 FACULTY SPONSORS 5 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

Stephanie Sanford

Signature of Faculty Sponsor

4-19-21

Date

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

Yina McBinnis

Signature of Superintendent/Designee

4-23-21

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

Will need school lunches.

Meals provided by sponsor:   ☐ Yes   ☐ No

Admission to event provided by sponsor:   ☐ Yes   ☐ No

Send copy to lunchroom:   ☐ Yes   ☐ No

Bus limits: 2 persons per seat

Overnight lodging: Single room

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

Driver requested: 1. \_\_\_\_\_ 2. \_\_\_\_\_ Number of buses requested: 3

# Instructional Plan for Field Study/Special Event Learning Experience

Teacher: Sanford/White Mallory / Penrod

Class: 5<sup>th</sup> grade

Date: June 1

Class Size: ≈ 104

## Instruction Plan

### PRE Activities

### POST Activities

What did you learn about water safety and collaboration with peers?

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

Writing journal

### Choose one post-assessment of learning activity:

- ☐ Open Response Prompt: \_\_\_\_\_
- ☒ Student Product: journal
- ☐ Performance Event: \_\_\_\_\_
- ☐ Writing for Authentic Audience: \_\_\_\_\_

### Adaptations or Special Strategies (if applicable)