

\$12.00 OK

School-Related Student Trip Request Form

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

SCHOOL SCES FACULTY MEMBER(S) SPONSORING TRIP 3rd grade
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 Derby Museum ADDRESS _____ PHONE 502-814-3021
☐ Out of State ☐ Out of County ☐ Within County
☐ Overnight: give name, address, phone of lodging _____

DATE(S) OF TRIP May 27th DEPARTURE TIME 10:30 RETURN TIME 3:30 3:00 PM
PURPOSE/EDUCATIONAL VALUE Current / local events that happen in our community - Animal care
SOURCE OF FUNDING FOR TRIP _____

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 119 FACULTY SPONSORS 7 OTHER CHAPERONES 25

TOTAL # OF PARTICIPANTS 151 teachers and chaperones are free.

MODE OF TRANSPORTATION

IS DISTRICT TRANSPORTATION NEEDED? ☐ NO ☐ YES, SEE PROCEDURE 09.36 AP.212.

☒ CERTIFICATED COMMON CARRIER; SPECIFY Miller Transportation

☐ 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

Melanie Mantle
Signature of Faculty Sponsor

Feb 22, 22
Date

Trip has been ☒ approved ☐ disapproved. Reason for disapproval _____

Lina Mcorris
Signature of Superintendent/Designee

2-22-2022
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

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: _____

Instructional Plan for Field Study/Special Event Learning Experience

Teacher: 3rd grade Teachers Pennington & Crenshaw

Class: _____

Date: May 27th

Class Size: 119

Instruction Plan

PRE Activities

Derby Week activities the week of derby. The parts of a horse and how to care for horses.

POST Activities

Writing activity about favorite part of the field trip.

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

Writing, Science & Social Studies.

Choose one post-assessment of learning activity:

- ☒ **Open Response Prompt:** _____
- ☐ **Student Product:** _____
- ☐ **Performance Event:** _____
- ☒ **Writing for Authentic Audience:** Favorite part.

Adaptations or Special Strategies (if applicable)

