School-Related Student Trip Request Form   DayTrip

SCHOOL _SCHS_   FACULTY MEMBER(S) SPONSORING TRIP _Dunaway / Baird_

TYPE OF TRIP (CHECK ONE)

☐ Classroom Field Trip   ☐ Class Trip (i.e., junior, senior), specify _____

☑ Organization/Club Trip, specify _FFA_   ☐ Other (athletic, band, if applicable)

DESTINATION _Main Event_   ADDRESS _Louisville, KY_   PHONE _502 991 2060_

☐ Out of State   ☑ Out of County   ☐ Within County

☐ Overnight: give name, address, phone of lodging _____

DATE(S) OF TRIP _2/22/22_   DEPARTURE TIME _2:45pm_ RETURN TIME _5:30pm_

PURPOSE/EDUCATIONAL VALUE _FFA Week Activity_

SOURCE OF FUNDING FOR TRIP _FFA Fundraisers_

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 _35_   FACULTY SPONSORS _2_   OTHER CHAPERONES _0_

TOTAL # OF PARTICIPANTS _37_

MODE OF TRANSPORTATION   School Bus

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

☐ 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

Signature of Faculty Sponsor _____   _____

                                                   Date

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

_____   _2/16/2022_

Signature of Superintendent/Designee   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   Meals provided by sponsor: ☐ Yes ☐ No

Regular hourly rate for driver, plus overtime if driver's hours

Exceed 40 per week.

                                                Send copy to lunchroom? ☐ Yes ☐ No

Admission to event provided by sponsor: ☐ Yes ☐ No   Bus limits: 2 persons per seat

Overnight lodging: Single room

Drive time starts 15 min. before departure and ends 15 minutes after arrival

Driver requested: 1. _____   2. _____   Number of buses requested: _____

White Copy – Central Office   Yellow Copy – Bus Driver   Pink Copy – School Sponsor