

School-Related Student Trip Request Form

Section 1 To be completed by requesting organization – (Incomplete forms will be returned, causing a delay in scheduling transportation for the event.)

Date of Request May 6, 2022 Date of Event June 6 - June 9, 2022
 Organization FFA School TCHS
 Number of Passengers 8

Type of Trip (Circle One)

- ☐ In-County Instructional ☐ In-County Athletic ☐ Other: (Explain in detail)
☒ Out-of-County Instructional ☐ Out-of-County Athletic
☐ Out-of-State Instructional ☐ Out-of-State Athletic

Destination (Event, City, and State)) KY FFA State Convention - Lexington, KY

Planned Stops to and from 3

Departing location TC Ag Dept. Date of Departure June 6 Time of Departure June 6 2:00 p.m.
 Returning location TC Ag Dept. Date of Return June 9 Time of Return June 9 3:00 p.m.

Chaperone(s) Shayla Berry + Quashawn Charles Chaperone's Phone # 270-604-5237

Special Requests (Check One)

- ☒ Van ☐ Wheelchair Accessible ☐ Other: Monitor ☒ Other (Explain in Detail) HH12

If requesting the van, has the person driving been certified and approved to drive? ☐ Yes ☐ No (Check one)

Person Driving Van Shayla Berry, Quashawn Charles Trip Requested By: Shayla Berry

Organization Responsible for Payment Todd Central FFA

Approval of Site Based Council Representative [Signature]

Date 5-9-22

District Use Only

Section 2

Approval of District Representative _____ Date _____

DRIVER – TURN THIS FORM IN WITH TIMESHEETS

Section 3

Date/Time Departure: _____ Odometer Start: _____

Date/Time Return: _____ Odometer End: _____

I hereby certify that the above information is correct to the best of my knowledge.

Driver Signature _____ Date _____

Driver Comments: _____

Coach or School Representative Signature _____ Date _____

Request to Place an Item on the AgendaName: Shayla Berry & Quashawn QuarlesAddress: TCHSTelephone number: 270-265-2506

Name of school children attend, if applicable: _____

Group represented: Jodd County Central FFACheck if request was submitted to: ☒ Superintendent ☐ Board ChairpersonConferred with following administrators (names): Lee QuarlesDescription of Issue: Kentucky FFA State Convention in Lexington, KYSpecific Action Requested: Permission to travel to AND stay overnight - June 6-9 - at the Kentucky FFA State ConventionCheck if you are: ☐ Board Member ☒ District Employee ☐ Community Member

All requests for items to be placed on the agenda must be submitted to the Superintendent prior to the Board meeting as specified in Board Policy 01.45. Items submitted shall require prior approval of the Superintendent.

Review/Revised: 3/13/06