

FIELD TRIP REQUEST FORM

Name of School: Ryle High School

Date of Field Trip: 11/17/2022 to 11/20/22

Days of School Missed: 2

Location of Field Trip: Orlando, FL

Grade Level and Number of Students Attending: 10-11 2

Number of Chaperones Attending: 1

What form of transportation will be used?* Be Specific. Common Carrier ▼

Have field trip rules been explained to the students and chaperones? YES ☒ NO ☐

Are there students being denied the right to attend due to finances? YES ☐ NO ☒

Does this trip comply with Title IX equity issues? YES ☒ NO ☐

Brief Description (Be specific regarding educational purpose):

FBLA National Fall Leadership Conference
for State Officers

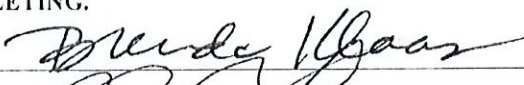
Please check the appropriate box:

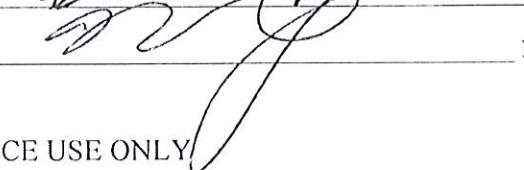
☐ To be used for 1 (one) day trips using school bus or private automobile.*
NEEDS PRINCIPAL APPROVAL ONLY. PLEASE SEND ALL FORMS TO DISTRICT OFFICE.

☐ To be used for overnight trips, trips of more than one instructional day and Co-curricular/ Extracurricular trips.
TO BE APPROVED BY THE ASSISTANT SUPERINTENDENT.

☒ To be used for trips taken by common carrier.
TO BE APPROVED BY THE BOARD OF EDUCATION.

NOTE: FOR BOARD APPROVAL, THIS REQUEST SHOULD BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE BY NOON AT LEAST (11) WORKING DAYS PRIOR TO THE NEXT BOARD MEETING.

Sponsor Signature: 

Principal Signature:  Date Approved: _____

DISTRICT OFFICE USE ONLY

Approved by: _____ Date: _____

* Drivers of private automobiles need to complete the Auto Insurance Affidavit Form.

Email

Print

Reset

Please print this form and email to mailto:tammy.jump@boone.kyschools.us

Jump, Tammy

From: Schwartz, Amy
Sent: Wednesday, September 7, 2022 11:58 AM
To: Jump, Tammy
Subject: FW: Field trip/ FBLA National Leadership/RHS/11/17/22-11/20/2022

Traveling with airline.

Thanks,
Amy

From: Klaas, Brenda <brenda.klaas@boone.kyschools.us>
Sent: Wednesday, September 7, 2022 11:38 AM
To: Schwartz, Amy <amy.schwartz@boone.kyschools.us>
Subject: Re: Field trip/ FBLA National Leadership/RHS/11/17/22-11/20/2022

Air flight is the plan.
Tickets have not been purchased as we are waiting for trip approval first.

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From: Schwartz, Amy <amy.schwartz@boone.kyschools.us>
Sent: Wednesday, September 7, 2022 11:00:11 AM
To: Klaas, Brenda <brenda.klaas@boone.kyschools.us>
Subject: FW: Field trip/ FBLA National Leadership/RHS/11/17/22-11/20/2022

Please let me know = Airline?

-----Original Message-----

From: Jump, Tammy <tammy.jump@boone.kyschools.us>
Sent: Wednesday, September 7, 2022 10:34 AM
To: Schwartz, Amy <amy.schwartz@boone.kyschools.us>
Subject: FW: Field trip/ FBLA National Leadership/RHS/11/17/22-11/20/2022

Hi Amy,

Are they traveling with airlines?

Thank you so much,

Tammy Jump
Administrative Assistant
Assistant Superintendent of Operations
Boone County Board of Education
859-282-2369

-----Original Message-----