

School- Related Student Trip Request Form
SUBMIT THIS FORM TWO (2) WEEKS PRIOR TO THE TRIP

SCHOOL: SCES FACULTY MEMBER SPONSORING TRIP:

A. Dunning, Hagman,
White, Blumeyer,
Dill, Raymer

☐ Classroom Field Trip ☒ Class Trip (whole grade), specify 1st Grade
☐ Organization/ Club: _____ ☐ other (athletic, band, etc.) _____

 DESTINATION: KY Derby Museum ADDRESS: 704 Central Ave.
Louisville, KY 40208
☐ Out of State ☒ Out of County ☐ within County ☐ Overnight: _____
DATE(S) OF TRIP: 11-1-22 DEPARTURE TIME: 9:00 RETURN TIME: 2:10
 PURPOSE/ EDUCATION VALUE: Students will learn math concepts related
to the Derby and identify facts about the Derby.
SOURCE OF FUNDING FOR TRIP: students/families**NO STUDENT SHALL BE DENIED THE TRIP BECAUSE OF INABILITY TO PAY.****BILL TRIP EXPENSES TO:**
☐ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☐ BOARD ☐ OTHER: _____
 NUMBER OF STUDENTS: 144 FACULTY SPONSORS: 6 OTHER CHAPERONES: _____
 TOTAL NUMBER OF PARTICIPATES: 150
MODE OF TRANSPORTATION:
 IS DISTRICT TRANSPORTATION NEEDED? ☒ NO ☒ YES, SEE PROCEDURE 09.36 AP.212 ☒ BUS ☐ VAN
☐ CERTIFIED COMMON CARRIER; SPECIFY Miller Transportation
☐ PRIVATE VEHICLE, IF ALLOWED BY POLICY; SPECIFY DRIVER(S) _____
SUPERVISION: (Attach a list of names of adults accompanying students on trip).
 Have all chaperones undergone the required AOC check and been designated by the principal/designee to supervise students? ☒ YES ☐ NO

Angie Dunning
 Name of Faculty Sponsor

9-27-22
 Date

 Trip has been: ☐ approved ☐ disapproved. Reason: _____

[Signature]
 Signature of Superintendent/Designee

10-3-22
 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: Bus Limit: 2 persons per seat

\$0.93 per mile

Regular hourly rate for driver; plus overtime

If driver's hours exceed 40 per week.

Overnight lodging: Single room.

 Drive time starts 15 minutes before departure and
 15 minutes after arrival.
Meals provided by sponsor: ☐ YES ☐ NOSend copy to lunchroom: ☐ YES ☐ NOAdmission to event provided: ☐ YES ☐ NO

Number of Buses Requested: _____

TRANSPORTATION OFFICE USE ONLY:

Drivers: 1. _____ 2. _____ 3. _____

Instructional Plan for Field Study/Special Event Learning Experience

Teacher: A. Dunning, Hagman, White, Blumeier, Dill, Raymer

Class: 1st Grade

Date: November 1, 2022

Class Size: 144

Instruction Plan

PRE Activities

Students will learn about the Kentucky Derby and events and traditions that go along with that event.

POST Activities

Students will work in Kagan groups to create posters about the Kentucky Derby.

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

- graphic organizers / KWL Chart
- visuals/ manipulatives to understand math concepts related to the Derby

Choose one post-assessment of learning activity:

- ☐ Open Response Prompt: _____
- ☒ Student Product: KY Derby Posters
- ☐ Performance Event: _____
- ☐ Writing for Authentic Audience: _____

Adaptations or Special Strategies (if applicable)
