

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 10/12/22 Date of Event 12/12/22
Organization TCHS Boys Basketball School TCHS
Number of Passengers 25

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) Montgomery Central H.S., TN
Planned Stops to and from TJA

Departing location TCHS Gym Date of Departure 12/12/22 Time of Departure 4:45 PM
Returning location TCHS Gym Date of Return 12/12/22 Time of Return 11:00 PM

Chaperone(s) Coaches Chaperone's Phone # 731 431-6654

Special Requests (Check One)

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

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

Person Driving Van _____ Trip Requested By: John St. Scell

Organization Responsible for Payment TCHS Athletic

Approval of Site Based Council Representative [Signature] Date 10-18-22

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 _____

STUDENTS

School-Related Student Trip Request Form

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Date of Request 10/12/22 Date of Event 12/12/22
Organization TCHS Girls Basketball School TCHS
Number of Passengers 25

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) Montgomery Central H.S., TN
Planned Stops to and from TCHS

Departing location TCHS Gym Date of Departure 12/12/22 Time of Departure 3:45 PM
Returning location TCHS Gym Date of Return 12/12/22 Time of Return TBA

Chaperone(s) Coaches Chaperone's Phone # 270 820 4430

Special Requests (Check One)

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

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

Person Driving Van _____ Trip Requested By: Nick Suttle
Organization Responsible for Payment TCHS Athletics

Approval of Site Based Council Representative [Signature] Date 10-18-22

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 Agenda

Name: Mike Smith, Lee Quaker, John Stigall, & Nick Smith

Address: 806 S. Main St. Ellettsville, KY 40320

Telephone number: 270 265 2500

Name of school children attend, if applicable: TCCHS

Group represented: Girls & Boys Basketball

Check if request was submitted to: Superintendent Board Chairperson

Conferred with following administrators (names): Mike Smith & Lee Quaker

Description of Issue: Participating in a girl/boy basketball double header at Montgomery Central High School in Cunningham, TN on December 12, 2022 starting at 6:00

Specific Action Requested: Out-of-state request

Check 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