

School-Related Student Trip/Vehicle Request Form

SUBMIT THIS FORM TWO WEEKS PRIOR TO THE TRIP.

SCHOOL GCLE FACULTY MEMBER(S) SPONSORING TRIP Michelle Perkins

Classroom Field Trip Class Trip, specify _____
 Organization/Club Trip, specify _____ Other (athletic, band, if applicable)

Destination Cincinnati Zoo Address 3400 Vine St. Phone (513) 281-4700
Cincinnati, OH

Out of State Out of County Within County
 Overnight; give name, address, phone of lodging _____

Date of Request 2/17/23 Date of Trip 5/3/23 Person Requesting Michelle Perkins

Departure Time 8:00 am Return Time 2 pm Number of Riders 100 Number of Chaperones approx 40

ATTACH LIST OF NAMES OF ADULTS/STUDENTS ON TRIP

Faculty Sponsor Michelle Perkins
(Certified Person Responsible for Student)

Principal Megan Morris SBDM Chair Megan Morris

Charged to/Source of Funding Grant/parents/activity fund Have all chaperones been approved? Yes No

Meals Required: Sack Lunch Fast Food Other _____

List Special Equipment To Be Transported—Items Which Cannot Be Held In Lap.
0

Number Of Buses Requested 3 Regular Bus 2 Special Needs Bus 1 Van _____

Ratio of Students to Adults	
High School	20 to 1
Middle School	10 to 1
Elementary	5 to 1

*For daily trips, a simple way to estimate cost is \$1/mile and \$20/hour, per bus.

This section to be completed by Transportation/Central Office.			
Trip Calculation			
Bus	_____ X \$1.00 = \$_____	Mileage	Bill to: _____
	Total Miles		
Avg. OT Rate = \$_____	_____ X _____ = \$_____	Driver Rate	
		Total	
# of Buses Approved: _____	Approval of Transportation Director: _____		Date _____
Acceptance by Driver: _____		Date _____	
For overnight and/or out-of-state trips, approval of the Superintendent and Board is required.			
_____ Superintendent	_____ Date	_____ Board Chairperson	_____ Date

RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.23

Review/Revised:6/22/09

22-23

**GALLATIN COUNTY
LOWER ELEMENTARY**

25 BOAZ DRIVE, WARSAW KY 41095

Generated on 02/17/2023 02:47:29 PM Page 1 of 1

Section Rosters

Teacher: Cutter, Sara A Staff Number: 2021

Effective Date: 02/17/2023

Courses: 1 Sections: 1

Active Students: 17 (M: 9 F: 8) Active Grade Levels: 00:17

Course: 000-1 Homeroom

Period: 1 07:45AM-2:35PM

Room:

Term(s): T1, T2, T3

Active Students: 17 (M: 9 F: 8)

Grade Levels: 00:17

Student	Student#	Gender	Grade	Start Date - End Date
Beach, Christopher E	2120911511	M	00	
Burgett, Jonathan L	2120992872	M	00	
Burgett, JulieAnn M	2120992870	F	00	
Covey, Aceyn L	2121096194	M	00	
Domaschko, Ellie R	2121096156	F	00	
Engle, Ariel M	2121021120	F	00	
Flannery, Gemma	2120967211	F	00	
Gilbert, Blake K	2121059130	F	00	10/10/2022 -
Honshell, Nathaniel L	2120991533	M	00	
Jones, Owen T	2121020585	M	00	
Lawson, Ryleigh K	2120992884	F	00	
Napier, Jennifer N	2120960236	F	00	
Perry, Zaine M	2121095366	M	00	
Reichert, Louis S	2121025101	M	00	
Shouse, Johanna M	2121096061	F	00	
Stanley, Kamrin J	2121033274	M	00	
Vasquez, Steijner W	2120761821	M	00	

Incoming Students: 0 (M: 0 F: 0)

Grade Levels:

Student	Student#	Gender	Grade	Start Date - End Date
---------	----------	--------	-------	-----------------------

Class lists current as of 2/17/23. May need to be adjusted as trip approaches. Parents will be added later.

22-23
GALLATIN COUNTY
LOWER ELEMENTARY

25 BOAZ DRIVE, WARSAW KY 41095
 Generated on 02/17/2023 02:47:45 PM Page 1 of 1

Section Rosters

Teacher: Perkins, Michelle L Staff Number: 1009
 Effective Date: 02/17/2023
 Courses: 1 Sections: 1
 Active Students: 19 (M: 11 F: 8) Active Grade Levels: 00:19

Course: 000-2 Homeroom

Period: 1 07:45AM-2:35PM

Room:

Term(s): T1, T2, T3

Active Students: 19 (M: 11 F: 8)

Grade Levels: 00:19

Student	Student#	Gender	Grade	Start Date - End Date
Armstrong, Jett E	2121094826	M	00	
Berry, Zolton L	2121094459	M	00	
Carlson, Cole A	2120992936	M	00	
Courtney, Joseph M	2120996569	M	00	
Deaton, Odesa R	2121020187	F	00	
Hardin, Gunner D	2120992266	M	00	
Hartmann, Lillith Q	2121094863	F	00	
Honshell, Natalie K	2120991539	F	00	
Horn, Grayson E	2121023303	M	00	
Jones, Ethan M	2121028309	M	00	
Jones, Noelle	2120992623	F	00	
Mendez, Xavier L	2121026794	M	00	08/22/2022 -
O'Brien, Lillian M	2121094572	F	00	
Perez, Sophia A	2120992940	F	00	
Rafael, Xlmena	2120904153	F	00	
Ranes, Corbin R	2120992961	M	00	
Simington, Neil P	2120910320	M	00	
Voss, Kendra R	2121021058	F	00	
Webb, Vincent E	2121020207	M	00	

Incoming Students: 0 (M: 0 F: 0)

Grade Levels:

Student	Student#	Gender	Grade	Start Date - End Date
---------	----------	--------	-------	-----------------------

22-23
GALLATIN COUNTY
LOWER ELEMENTARY

25 BOAZ DRIVE, WARSAW KY 41095
 Generated on 02/17/2023 02:48:08 PM Page 1 of 1

Section Rosters

Teacher: Bray, Samantha O Staff Number: 1048
 Effective Date: 02/17/2023
 Courses: 1 Sections: 1
 Active Students: 19 (M: 9 F: 10) Active Grade Levels: 00:19

Course: 000-3 Homeroom

Period: 1 07:45AM-2:35PM

Room:

Term(s): T1, T2, T3

Active Students: 19 (M: 9 F: 10)

Grade Levels: 00:19

Student	Student#	Gender	Grade	Start Date - End Date
Arnold, Bristol A	2120827554	F	00	
Borgemenke, Cody W	2121099274	M	00	
Brady, Ashtenn K	2121094182	M	00	08/18/2022 -
Catlett, Harper	2120992605	F	00	
Harell, Rhylee G	2121023142	F	00	12/12/2022 -
Hudson, Annaleigh C	2121020559	F	00	
Jones, Michael J	2121020359	M	00	
Lewis, Jay	2121027745	M	00	
Martinez, Abigail	2120770584	F	00	
Mcbride, Lou Riyha S	2121044120	F	00	
McVey, Marshall N	2120901787	M	00	
Montecino-Jacobs, Xavler A	2120860730	M	00	
Ramsey, Lila R	2120901815	F	00	
Robinson, Bentley D	2120992260	M	00	
Shöller, Preston L	2120996575	M	00	
Sizemore, Madison R	2121096216	F	00	
Stiene, Isabelle M	2121113823	F	00	09/21/2022 -
Trump, Jayden N	2121034274	M	00	
Zubatay, Piper G	2121094558	F	00	

Incoming Students: 0 (M: 0 F: 0)

Grade Levels:

Student	Student#	Gender	Grade	Start Date - End Date
---------	----------	--------	-------	-----------------------

22-23
GALLATIN COUNTY
LOWER ELEMENTARY

25 BOAZ DRIVE, WARSAW KY 41095
 Generated on 02/17/2023 02:48:28 PM Page 1 of 1

Section Rosters

Teacher: Hudson, Stephanie Staff Number: 1986
 Effective Date: 02/17/2023
 Courses: 1 Sections: 1
 Active Students: 16 (M: 6 F: 10) Active Grade Levels: 00:16

Course: 000-4 Homeroom
 Room:
 Term(s): T1, T2, T3

Period: 1 07:45AM-2:35PM

Active Students: 16 (M: 6 F: 10) Grade Levels: 00:16

Student	Student#	Gender	Grade	Start Date - End Date
Arnold, Jada L	2120991482	F	00	
Blees, Violet P	2121094507	F	00	
Blust, Benjamin L	2121096122	M	00	
Fuehner, Adrienne R	2120992660	F	00	
Marksberry, Harper B	2120991068	F	00	
Mays, Makenzie L	2120940075	F	00	
McMullen, Bentley T	2120992318	M	00	
Murphy, Paizly M	2120835522	F	00	
Phillips, Ellen R	2121096185	F	00	
Powers, Jaxson N	2120863056	M	00	
Riddle, Greyson P	2120991108	M	00	
Steffen, Mary Catherine E	2121098180	F	00	01/24/2023 -
Vaughn, David P	2120954479	M	00	
Webb-Butero, Emmitt A	2120917628	M	00	
Williamson, Makena L	2121094556	F	00	
Wilson, Leira M	2121020379	F	00	

Incoming Students: 0 (M: 0 F: 0) Grade Levels:

Student	Student#	Gender	Grade	Start Date - End Date
---------	----------	--------	-------	-----------------------

22-23

**GALLATIN COUNTY
LOWER ELEMENTARY**

25 BOAZ DRIVE, WARSAW KY 41095
Generated on 02/17/2023 02:48:44 PM Page 1 of 1

Section Rosters

Teacher: Pelfrey, Mollie Staff Number: 2031
Effective Date: 02/17/2023
Courses: 1 Sections: 1
Active Students: 17 (M: 9 F: 8) Active Grade Levels: 00:17

Course: 000-5 Homeroom

Period: 1 07:45AM-2:35PM

Room:

Term(s): T1, T2, T3

Active Students: 17 (M: 9 F: 8)

Grade Levels: 00:17

Student	Student#	Gender	Grade	Start Date - End Date
Arthur, Raegen L	2121029145	F	00	11/15/2022 -
Arthur, Randell L	2120917598	M	00	
Beam, Patrick R	2121099293	M	00	
Beers, Owen W	2120917548	M	00	
Combs, Dawson C	2121021111	M	00	
Crawford, Jocelyn E	2121094328	F	00	
Garcia Porras, Dylan J	2120992978	M	00	
Jones, Serenity	2120827557	F	00	
Khamvongsa, Aaliyah R	2121022750	F	00	
Kielbasa, Carter W	2121095868	M	00	
Lewis, Bralyn G	2120991069	F	00	
Mcintyre, Alley N	2120993361	F	00	
Northern, James O	2121096197	M	00	
Palmer, Kloie L	2121021038	F	00	08/26/2022 -
Smith, Kaylee D	2120996571	F	00	
Swangin, Andrew L	2121095243	M	00	
Whitehead, Carson R	2121100882	M	00	

Incoming Students: 0 (M: 0 F: 0)

Grade Levels:

Student	Student#	Gender	Grade	Start Date - End Date
---------	----------	--------	-------	-----------------------

Request for your review

Form Approvals <jeremey.boohar@gallatin.kyschools.us>

Thu 2/16/2023 5:15 PM

To: Morris, Megan M <megan.morris@gallatin.kyschools.us>

REQUEST #30 | RECIPIENTS : 1 of 8 | FEB 16, 2023

Field Trip Request Form

You have been requested to review the following:

Requestor: michelle.perkins@gallatin.kyschools.us

School: GCLE

Date of Trip: May 03, 2023

Time of Departure: 8:00:00 AM

Time of Return: 2:00:00 PM

Teacher Email Address: michelle.perkins@gallatin.kyschools.us

Group/Grade of Students: kindergarten

Name of Destination: Cincinnati Zoo

Address of Destination: 3400 Vine Street Cincinnati, OH 45220

of Students: 100

of Buses: 3 buses (1 will likely need to be special needs bus)

of Meals Required: 1

Funding Source: Grant for students admission from the zoo, parents pay their own admission

Any additional information: We will be submitting paperwork for out of state field trip permission to the board for March meeting

Approve

Decline

Comment

This is an automated email sent by formapprovals.com; do not reply to or forward this email. You are receiving this email because you are a workflow participant of this request. Your form administrator is jeremey.boohar@gallatin.kyschools.us