

#15-  
OF

PO #: 2178

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

SCHOOL: SCES FACULTY MEMBER SPONSORING TRIP: Angie Dunning

☐ Classroom Field Trip ☒ Class Trip (whole grade), specify First  
☐ Organization/ Club: \_\_\_\_\_ ☐ other (athletic, band, etc.) \_\_\_\_\_

DESTINATION: Louisville Zoo ADDRESS: 1100 Trevillian Way, Louisville  
☐ Out of State ☒ Out of County ☐ within County ☐ Overnight: \_\_\_\_\_ 4021

DATE(S) OF TRIP: May 8, 2023 DEPARTURE TIME: 9:00 RETURN TIME: 2:15  
PURPOSE/ EDUCATION VALUE: Animal behavior, habitat structure

SOURCE OF FUNDING FOR TRIP: Parents

**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: 149 FACULTY SPONSORS: 6 OTHER CHAPERONES: \$50  
TOTAL NUMBER OF PARTICIPATES: \_\_\_\_\_

**MODE OF TRANSPORTATION:**

IS DISTRICT TRANSPORTATION NEEDED? ☐ NO ☒ YES, SEE PROCEDURE 09.36 AP.212 ☒ BUS ☐ VAN

☐ CERTIFIED COMMON CARRIER; SPECIFY \_\_\_\_\_

☐ 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

4/14/23  
Date

Trip has been: ☐ approved ☐ disapproved. Reason: \_\_\_\_\_

[Signature]  
Signature of Superintendent/Designee

4/14/23  
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 ☒ NO

Send copy to lunchroom: ☒ YES ☐ NO

Admission to event provided: ☒ YES ☐ NO

Number of Buses Requested: 4

**TRANSPORTATION OFFICE USE ONLY:**

Drivers: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

## Instructional Plan for Field Study/Special Event Learning Experience

Teacher: A. Dunning, P. Hagman, S. White, L. Blumeir, A. Raymer

Class: First Grade

Date: May 8, 2023

Class Size: 149

### Instruction Plan

#### PRE Activities

Study habitats - Arctic, Deserts, Rainforests, Freshwater  
• identify animals for each habitat  
• identify ~~character~~ traits for each habitat

#### POST Activities

Writing prompt:

Comparing zoo habitat to the  
animals natural habitat

#### Reading/Writing/Math/Science/Social Studies/Arts and Humanities Strategies

(Use any that apply)

Books shared w/students Polar Bear, The Very Hungry  
Bear, Why Are the Deserts Dry, Umbrella, A House  
for Hermit Crab -

#### Choose one post-assessment of learning activity:

- ☐ Open Response Prompt: \_\_\_\_\_
- ☐ Student Product: \_\_\_\_\_
- ☐ Performance Event: \_\_\_\_\_
- ☒ Writing for Authentic Audience: \_\_\_\_\_

#### Adaptations or Special Strategies (if applicable)

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