

School-Related Student Trip/Vehicle Request Form

SUBMIT THIS FORM TWO WEEKS PRIOR TO THE TRIP.

SCHOOL GCHS FACULTY MEMBER(S) SPONSORING TRIP _____

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

Destination Barron River Lake State Park Address 1149 State Park Rd. Phone 270-646-8003

Out of State Out of County Within County Lucas Ky 42156
 Overnight; give name, address, phone of lodging Barron River Lake State Park 1149
State Park Rd / Lucas Ky 42156

Date of Request 7/10/23 Date of Trip 9/15 Person Requesting Chris Olivigni

Departure Time 4:00pm Return Time 2:00pm Number of Riders 16 Number of Chaperones 2

ATTACH LIST OF NAMES OF ADULTS/STUDENTS ON TRIP

Faculty Sponsor Chris Olivigni
(Certified Person Responsible for Student)

Principal Angela Lewis SBDM Chair Board Approval Required

Charged to/Source of Funding Cross Country 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.
Tent

Number Of Buses Requested _____ Regular Bus _____ Special Needs Bus _____ 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.**

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This section to be completed by Transportation/Central Office.

Trip Calculation
 Bus 350 X \$1.00 = \$ _____ Mileage Bill to: _____
 Total Miles _____ X _____ = \$ _____ Driver Rate
 Avg. OT 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
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RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.23

Review/Revised:6/22/09

The Gallatin County High School Cross Country Team would like to race in the "Gatorland Run" on September 16th, 2023. The race will be run at Phil Moore Park in Bowling Green Kentucky and is hosted by Greenwood High School Cross Country which is also located in Bowling Green. The girls race will begin at 8:30 am and the boys will run at 9:15 am.

Travel will take approximately three hours, so the team will depart GCHS at 4:00 pm on Friday September 15th and arrive at their lodgings at Barren River State Resort Park between 7:00 and 8:00 pm.

The team will be traveling with the Trimble County High School Cross Country Team (in separate buses), and will be accompanied by school employee Shannon Olivigni in order to provide a female chaperone for the girls team.

The team will be eating Friday's meal at the Lodge which has a buffet and Saturday and Sunday's meals will be purchased from local restaurants.

Boys will be housed with boys and girls with girls, each room holds four student athletes.

Following the race Saturday the team will return to Barren River State Resort Park for team building which will last throughout the day on Saturday. Currently our plan is to run scavenger hunts, canoe, eat, and hike. As the date approaches we will finalize these plans.

We will begin the trip home at approximately 10:00 am on Sunday 9/16.