

Extended Trip Request

(In excess of 150 Miles, Overnight, Out-of-State or use by Common Carrier)

This form must be completed and sent to the Superintendent in time to be placed on the agenda of the Powell County Board of Education prior to the planned trip date. Safety and liability issues, as well as the availability of substitute teachers (where applicable) are all areas of Board responsibility.

ALL ITEMS MUST BE COMPLETED FOR TRIP TO BE CONSIDERED.

SCHOOL PCHS

ORGANIZATION OR GROUP Girls Basketball

DATE(S) OF TRIP (Including Travel) 12/20/23-12/22/23 # OF SCHOOL DAYS INVOLVED 0

SPONSOR'S NAME Rob Merion

MALE CHAPERONES 1 FEMALE CHAPERONES 1

LOCATION(S): Paintsville High School

CITY/STATE: Paintsville, KY

Estimated # OF STUDENTS ELIGIBLE FOR TRIP _____

Male 0 Female 14

Estimated # OF STUDENTS PARTICIPATING _____

Male 0 Female 14

For out of state trips, please check here if medical assistance from a licensed medical professional is required for any students on trip. School nurse MUST be notified of trip.

TRANSPORTATION PROVISIONS:

Powell County Public School bus

Commercial Travel; Insurance Coverage Provided by Travel Firm: _____

Why is a Commercial Carrier being used in lieu of a Powell County School Bus? _____

Private Travel (Review 09.36 AP.2: Restrictions, parent notification, driver notification)

> Parent Transport - WAIVER REQUESTS ATTACHED (Note: District Transportation Must Be Offered)

Rental Vehicle - Type of vehicle _____, Rental Company _____

Extended Trip Request

COST OF TRIP

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Estimated Total Cost of Trip

\$ 706.50

\$

\$ 706.50

How Expenses of Trip Are to Be Paid

\$ 706.50

\$

\$

Meals/Lodging/Transportation

Ramada By Wyndham Paintsville, KY

Name of Facility and City for Lodging

Additional Expenses (Specify)

****TOTAL COST**

School or District Amount From Girls Basketball Account Source

Association or Parent Group (Specify)

Student's Share (Individual Amount \$)

Provisions must be made for students who are unable to pay their share for any trip made during the instructional day.

Terms of the student fee waiver policy apply to all trips that are scheduled within the instructional day.

STUDENTS

Extended Trip Request

\$ 706.50

Estimated Total Cost of Trip

****TOTAL PAYMENT MUST MATCH TOTAL COST ABOVE****

PLEASE CHECK TO INDICATE THE FOLLOWING ITEMS HAVE BEEN ADDRESSED:

Field Trip Policy & Procedures & Forms Have Been Reviewed Yes No

List of Students Participating Attached Yes No

Cost of Trip Completed Yes No

Complete Itinerary of the Trip Attached Yes No

Educational Plan for the Trip Attached (if instructional in nature) Yes No

PRIOR to trip, sponsor will ensure completion

⊙ All Chaperones are on the Approved Volunteer List & Approved by Principal Yes No

⊙ List of Chaperones completed (Mark whether teacher, parent, etc.) Yes No

⊙ Field Trip Policy & Procedures have been reviewed by all chaperones on trip Yes No

TOTAL PAYMENT MUST MATCH TOTAL COST

Per Kentucky regulations, all trip forms/signatures shall be retained at school for five (5) years.

PLEASE CHECK TO INDICATE THE FOLLOWING ITEMS HAVE BEEN ADDRESSED:

I accept the responsibility of seeing that the above event is represented accurately and shall be carried out in accordance with Board Policies, Administrative Procedures, and any applicable school council policies.

Ryan Spencer
Signature: Trip Sponsor

11/29/23
Date

[Signature]
Signature: Principal Approval

11/19/23
Date

Review/Revised: 10/17/23

PRIOR to trip, sponsor will ensure completion

⊙ All Chaperones are on the Approved Volunteer List & Approved by Principal Yes No

⊙ List of Chaperones completed (Mark whether teacher, parent, etc.) Yes No

⊙ Field Trip Policy & Procedures have been reviewed by all chaperones on trip Yes No

Forms/signatures shall be retained at school for five (5) years.

I accept the responsibility of seeing that the above event is represented accurately and shall be carried out in accordance with Board Policies, Administrative Procedures, and any applicable school council policies.

Students Participating

- Mikyra Caudill
- Jessleigh Centers
- Amelia Cook
- Madisyn Fraley
- Molli Lacy
- Ella Napier
- Kennedy Nobles
- Emily Reed
- Emma Joseph-Rice
- Elizabeth Riffe
- Trinity Romans
- Zaley Strange
- Maya Wickline
- Kirston Young

Chaperones

- Rob Merlon (Head Coach)-Overnight
- Christina Powell (Assist. Coach)-Overnight
- Roger Townsend(Assist. Coach)-Daytime
- Lyndsey Spencer(Assist. Coach)-Daytime

Itinerary

12/20/23

- 3:00pm: Depart from PCHS
- 4:20pm: Arrive at Ramada by Wyndham Paintsville, KY
- 5:45: Depart Hotel to go eat
- 6:00: Arrive at place to eat
- 7:20pm: Arrive at Paintsville High School
- 8:00pm: Play Basketball Game
- 9:30pm: Depart from Paintsville High School
- 9:35pm: Arrive back at Hotel

12/21/23

- 8:00am: Breakfast at Hotel
- 11:30am: Depart for Lunch at Restaurant
- 1:30pm: Return back to Hotel
- 4:15pm: Depart for Paintsville High School

- 5:00pm: Play Basketball Game
- 6:30pm: Eat Dinner
- 8:00pm: Return to Hotel

12/22/23

- 8:00am: Breakfast at Hotel
- 9:15am: Depart for Paintsville High School
- 10:00am: Play Basketball Game
- 11:30am: Depart Paintsville High School to go eat Lunch
- 1:00pm: Depart Restaurant
- 2:30pm: Return to Powell County High School

Chaperones

- Rob Merlon (Head Coach)-Overnight
- Christina Powell (Assist. Coach)-Overnight
- Roger Townsend(Assist. Coach)-Daytime
- Lyndsey Spencer(Assist. Coach)-Daytime

Itinerary

- 1:30pm: Return back to hotel
- 4:15pm: Depart hotel and to High School
- 5:00 pm: Play Basketball Game