

FIELD TRIP REQUEST FORM

Name of School: Ignite Institute
Date of Field Trip: 1/18/2024 to 1/20/24
Days of School Missed: 2
Location of Field Trip: Sandusky, OH
Grade Level and Number of Students Attending: HS 12
Number of Chaperones Attending: 3
What form of transportation will be used?* Be Specific. Rental Van

Have field trip rules been explained to the students and chaperones? YES ☒ NO ☐
Are there students being denied the right to attend due to finances? YES ☐ NO ☒
Does this trip comply with Title IX equity issues? YES ☒ NO ☐

Brief Description (Be specific regarding educational purpose):

VEX Signature Tournament - Students will be competing in regional robotics competition, driving and repairing the robot, editing programming, recording and analyzing performance data of other robots, and marketing robot to other teams.

Please check the appropriate box:

☐

To be used for 1 (one) day trips using school bus or private automobile.*
NEEDS PRINCIPAL APPROVAL ONLY. PLEASE SEND ALL FORMS TO DISTRICT OFFICE.

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To be used for overnight trips, trips of more than one instructional day and Co-curricular/ Extracurricular trips.
TO BE APPROVED BY THE ASSISTANT SUPERINTENDENT.

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To be used for trips taken by common carrier.
TO BE APPROVED BY THE BOARD OF EDUCATION.

NOTE: FOR BOARD APPROVAL, THIS REQUEST SHOULD BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE BY NOON AT LEAST (11) WORKING DAYS PRIOR TO THE NEXT BOARD MEETING.

Sponsor Signature: Elizabeth Koch

Digitally signed by Elizabeth Koch
Date: 2023.08.31 10:43:15 -04'00'

Principal Signature: [Signature]

Date Approved: Dec 1st, 2023

DISTRICT OFFICE USE ONLY

Approved by: _____ Date: _____

* Drivers of private automobiles need to complete the Auto Insurance Affidavit Form.

Email

Print

Reset

Please print this form and email to <mailto:tammy.jump@boone.kyschools.us>

Pick-up

Jan 18, 2024
8:00 AM

Florence Burlington Pike

7484 Burlington Pike
Florence, KY 41042
8593712330

**Return**

Jan 22, 2024
8:00 AM

Florence Burlington Pike

7484 Burlington Pike
Florence, KY 41042
8593712330

Rental Details

Renter

Driver Name: JOSH KNOX

Email Address: j.....x@boone.kyschools.us

Phone Number:0723

Age:

Vehicle

Vehicle Class: 7 Passenger Minivan

Chrysler Pacifica or similar

Automatic

Time & Distance 4 Day(s) @\$ 90.96 / day

\$ 363.84*

Vehicle Mileage: **Unlimited Mileage**

Included

Taxes & Fees

KY LICENSE FEE (3.0%)

\$ 10.92*

Rental Checklist

- Familiarize yourself with your Pick-Up and Return location(s).
- Bring a valid driving license for each driver.
- Provide an acceptable method of payment in the renter's name. See your pick-up location's policies for details.
- For additional policy or deposit information, please refer to the Rental Policies section below, or within your email confirmation.

12/7/23, 2:09 PM

Rental Details

VLC RECOVERY FEE

\$ 5.60*

KY U-DRIVE-IT TAX (6.0%)

\$ 21.83*

KY VEH EXCISE TAX (6.0%)

\$ 22.17*

Estimated Total

Estimated Total due at the counter

\$ 424.36*

*Rates, taxes and fees do not reflect rates, taxes and fees applicable to non-included optional coverages or extras added later.