

School-Related Student Day Trip and Overnight Trip Request Forms

THIS FORM MUST BE SUBMITTED TO THE PRINCIPAL TWO (2) WEEKS PRIOR TO THE TRIP IF BOARD APPROVAL IS REQUIRED, THE BOARD MUST RECEIVE THE FORM AT LEAST TWO(2) WEEKS IN ADVANCE OF TRIP.

INFORMATION

1. Sponsor's Name Courtney Travis Club or Dep. YES Youth Council
2. Name of all chaperones Courtney Travis
3. Where will the group be going? Frankfort, KY
4. Purpose of the trip. Youth Conference & Youth Advocacy Summit
5. When is it to be held? Date February 5 & 6 Departure Time February 4th at 2:00
Estimated Travel Time 4 hours one way
6. City Frankfort State KY Estimated Distance (Round Trip) _____
7. Place of overnight lodging (name, address & phone #) Home 2 Suites by Hilton - 105 Allen Way, Frankfort, KY 40601 - (502) 234-2450
8. Identify students by name (Use attached sheet if necessary) Gaila Mary, Camden Melton, Ella Rakestraw, Kamryn Hayes, Kimberly Shelton, Malorie Austin, Raynei Roy, Tripp Torres, Maddox Starks, Reagan Corbett, Ashton Brown
9. Cost to students 0 Cost to school organization est. \$1,000 Cost to Board 0
10. Describe the relevance of the trip: educational, cultural, etc./educational activities
educational, leadership skills, team building, advocacy skills
11. Other activities planned _____
12. How will this trip benefit your students? My students will learn to use their voices to advocate for the youth & will bring back tools to better Webster County.
13. Type of transportation used school bus
14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
____ Yes ☒ No If NO, indicate why: waiting on approval

Courtney Travis
Sponsor's Signature

12/17/2024
Date

[Signature]
Principals Signature

12/19/24
Date

Trip has been ____ approved ____ disapproved. Reason for disapproval _____

Signature of Superintendent/Designee

Date

Board Approval Date

RELATED PROCEDURES:
09.36 AP.211, 09.36 AP.212, 09.36 AP.22

Review/Revised: 3/16/06

ASAP is sponsoring \$1,000 of hotel costs & applied for transportation scholarship that will cover bus driver room, food, & pay, as well as, mileage.

YSC will only be out remainder of hotel costs & food for students.