

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) TWO WEEKS IN ADVANCE OF TRIP.

INFORMATION

- Sponsor's Name Sherril Tanner Club or Dept Migrant
 - Name of all chaperones Sherril Tanner, Marlena Starks, Jason Boyle, Nathan Tanner, Odalys Martinez, Pablo Ramirez
 - Where will the group be going? Murray State University
 - Purpose of the trip Migrant Leadership Camp
*If the trip is a State Competition Trip, meals will be reimbursed at a daily rate of \$40.00, and must be accompanied by receipts.
 - When is it to be held? Date 6/1/25-6/2/25 Departure Time 1:00 PM
Estimated Travel Time 2 hours
 - City Murray State Ky Estimated Distance (Round trip) _____
 - Place of overnight lodging (name, address & phone #) MSU Dorm
Franklin Hall
 - Identify students by name (use attached sheet, if necessary) 14 Students
Will give list
Cost to be paid by regional Migrant Program
 - Cost to students 0 Cost to school organization 0 Cost to Board 0
 - Describe the relevance of the trip: educational, cultural, etc./educational activities _____
Complete College and Career readiness activities
To work on reading, research, writing, speaking to groups
 - Other activities planned _____
 - How will this trip benefit your students? Students will progress to
being college & career ready
 - Type of transportation used Webster County bus
 - Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
☐ Yes ☒ No If NO, indicate why: will be signed through Home visit
- Sherril Tanner 3/5/25 Rayon Fox 3/5/25
Sponsor's Signature Date Principal's Signature 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

Review/Revised: 2/18/13