

**Extended Field Trip Request & Forms**

(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                             | <u>Powell County High School</u> | Estimated # OF STUDENTS ELIGIBLE FOR TRIP <u>100</u><br>Male <u>50</u> Female <u>50</u> |
| ORGANIZATION OR GROUP              | <u>PCHS Students</u>             |   |
| DATE(S) OF TRIP (Including Travel) | <u>4/19/25 - 4/24/25</u>         | Estimated # OF STUDENTS PARTICIPATING <u>100</u><br>Male <u>50</u> Female <u>50</u>     |
| SPONSOR'S NAME <u>Ruth Stamper</u> |                                  | OF SCHOOL DAYS INVOLVED _____   |
| MALE CHAPERONES                    | <u>2</u>                         | FEMALE CHAPERONES <u>8</u>  |
| LOCATION(S):                       | <u>Malibu Jacks</u>              |   |
| CITY/STATE:                        | <u>Lexington, KY</u>             |   |

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 Field Trip Request & Forms****COST OF TRIP**

Estimated Total Cost of Trip

\$ 5100.00 - Malibu

\$ 400.00 - Food

\$ 1000.00 - est - Buses

\$ 1084.00 - T-shirts

\$ 7584.00 Total

Meals/Lodging/Transportation

Malibu Jacks - Lexington / Snacks / District Bus

Name of Facility and City for Lodging

Additional Expenses (Specify)

T-Shirts

**\*\*TOTAL COST**How Expenses of Trip Are to Be Paid

\$ 5,500.00 - ABC

\$ 1,000.00 - Malibu

\$ 500.00 - ASAP

\$ 584.00 - PCAS/SC

School or District Amount From

ABC - Judges office

Malibu - ASAP 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 scheduledwithin the instructional day.\$ 7584.00**\*\*TOTAL PAYMENT MUST MATCH TOTAL COST  
ABOVE\*\*****PLEASE CHECK TO INDICATE THE FOLLOWING ITEMS HAVE BEEN ADDRESSED:**

Field Trip Policy &amp; Procedures &amp; 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 &amp; Approved by Principal

Yes No

List of Chaperones completed (Mark whether teacher, parent, etc.)

Yes No

Field Trip Policy &amp; Procedures have been reviewed by all chaperones on trip

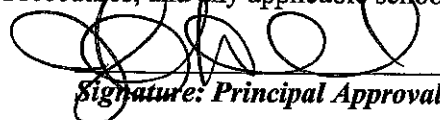
Yes No

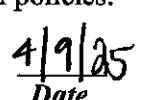
**Per Kentucky regulations, all trip forms/signatures shall be retained at school for five (5) years.**

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.


  
Signature: Trip Sponsor


  
Date


  
Signature: Principal Approval


  
Date



**EVENT ORDER**  
**Powell County High School**  
**48429-1**  
 Malibu Jacks - Lexington  
 2520 Nicholasville Rd  
 Lexington, KY 40503  
 Imiller@fivestarparks.com  
 P:

| Primary Contact | Email Address                    | Telephone         |
|-----------------|----------------------------------|-------------------|
| Ruth Stamper    | ruth.stamper@powell.kyschools.us | H: (606) 663-3327 |

| Powell County High School |                 |            |                             |     |             |
|---------------------------|-----------------|------------|-----------------------------|-----|-------------|
| Date                      | Time            | Location   | Function                    | #   | Room Rental |
| Sat, 04/19/2025           | 12:00am-12:15am | Check In   | Check-In                    | 100 |             |
| Sat, 04/19/2025           | 12:00am-3:00am  | Open Space | Duration of Event - 3 Hours | 100 | \$4,500.00  |

| Sat, 04/19/2025 | Duration of Event - 3 Hours - 12:00am - Open Space  | Qty             | Price  | Total    |
|-----------------|---|-----------------|--------|----------|
|                 | <b>Project Grad/After Prom/Lock In</b><br>Menu Package Quantity   | 100             |        |          |
| <b>Includes</b> | 4 Hours of All-Access Attractions until 4:00am<br>Bowling included; Bounce Beach included if guests are under 12<br>\$15 Game Card<br>Chaperones must be provided<br>1 per 50 students<br>2 Slices of Pizza and a Drink per guest | 100<br>2<br>100 |        |          |
|                 |   |                 | \$5.00 | \$500.00 |

|                |                    |
|----------------|--------------------|
| Charges        | \$5,000.00         |
| Service Charge | \$100.00           |
| Subtotal       | \$5,100.00         |
| Sales Tax      | <del>\$30.00</del> |
| Balance Due    | \$5,130.00         |

| Notes   |
|---|
| This pricing is good up to 150 students! Any additional is a \$24.99 per person cost. |

**Event Briefing: Go Karts:** Please keep your hair tied up above your shoulders. Aggressive Driving & bumping can potentially cause an incident. Be kind to your friends! If you are having trouble controlling your kart please let us know! **Inflatable/Bounce:** Flipping or Gymnastic maneuvers will increase your chances of injury. We encourage playing with your friends but be aware of one another and spacing while bouncing! **Go Kart Operation:** Before you take off on a race be sure you understand how the kart works and where the brake/gas are! If you need a rundown or have any issues steering please let one of our Team Members know! **Walk don't Run:** We know you are excited but running in our parks can cause yourself or others to fall. Please be aware of your surroundings and keep your walk to a swift pace!

CUSTOMER ACCEPTANCE: The undersigned accepts the responsibility for the services and prices listed in this agreement:

Client Signature: Ruth Stamper Date: 4/1/23

**Extended Field Trip Request & Forms****ADULT SPONSOR/CHAPERONE ACKNOWLEDGEMENT FORM****POWELL COUNTY SCHOOL DISTRICT  
EXTENDED/OVERNIGHT FIELD TRIPS**DATE: 4/1/25TRIP: PCHS After Prom PartySCHOOL and GROUP: Powell County High SchoolSUPERVISING STAFF MEMBER: Ruth Stamper

I, Ruth Stamper, hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

Further, it is my understanding the Powell County School District code of conduct shall always be applicable on school trips, and I will uphold the code of conduct as I would be expected to do on school property.

I acknowledge that no verbal waiver will release me from my obligations to abide and adhere to both the Powell County Board of Education Policies and Procedures or the Powell County School District code of conduct and that I may be held responsible for violations of either directive as if such occurred on school property.

**Check All That Apply**

☒ 25 or Older on Date of Trip      ☒ Powell Schools Employee    ☐ Parent/Legal Guardian of Student  
☐ On the Current Powell Co. Volunteer Approved List

☒ Understand school/health information related to students is confidential.

Ruth Stamper  
Chaperone Name (Print)

Ruth Stamper  
Chaperone (Signature)

Keep all applicable forms and signatures related to trip on file at school for five (5) years.

**RELATED PROCEDURES:**

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised: 11/21/2023

**Extended Field Trip Request & Forms****ADULT SPONSOR/CHAPERONE ACKNOWLEDGEMENT FORM****POWELL COUNTY SCHOOL DISTRICT  
EXTENDED/OVERNIGHT FIELD TRIPS**DATE: 4/1/25TRIP: PCHS After Prom PartySCHOOL and GROUP: Powell County High SchoolSUPERVISING STAFF MEMBER: Ruth Stempfer

I, Ivy Smith, hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

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Ivy Smith  
Chaperone Name (Print)

Ivy Smith  
Chaperone (Signature)

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**RELATED PROCEDURES:**

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Review/Revised: 11/21/2023

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I, Desiree Rose, hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

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Desiree Rose  
Chaperone Name (Print)

Desiree Rose  
Chaperone (Signature)

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**RELATED PROCEDURES:**

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised: 11/21/2023

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EXTENDED/OVERNIGHT FIELD TRIPS**DATE: 4/1/25TRIP: PCHS After Prom PartySCHOOL and GROUP: Powell County High SchoolSUPERVISING STAFF MEMBER: Beth Stamper

I, Claire Charu, hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

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Claire Charu  
Chaperone Name (Print)

[Signature]  
Chaperone (Signature)

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**RELATED PROCEDURES:**

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised: 11/21/2023

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EXTENDED/OVERNIGHT FIELD TRIPS**DATE: 4/1/25TRIP: PCHS After Prom PartySCHOOL and GROUP: Powell County High SchoolSUPERVISING STAFF MEMBER: Beth Stamper

I, Cassandra Rose, hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

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Cassandra Rose

Chaperone Name (Print)

Cassandra R Rose

Chaperone (Signature)

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**RELATED PROCEDURES:**

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Review/Revised: 11/21/2023



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EXTENDED/OVERNIGHT FIELD TRIPS**DATE: 4/1/25TRIP: PCHS After Prom PartySCHOOL and GROUP: Powell County High SchoolSUPERVISING STAFF MEMBER: Beth Stampler

I, Jasmin Fernandez hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

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JASMIN FERNANDEZ  
 Chaperone Name (Print)

[Signature]  
 Chaperone (Signature)

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**RELATED PROCEDURES:**

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised: 11/21/2023

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EXTENDED/OVERNIGHT FIELD TRIPS**DATE: 4/1/25TRIP: PCHS After Prom PartySCHOOL and GROUP: Powell County High SchoolSUPERVISING STAFF MEMBER: Ruth Stamper

I, Rayann Bowling hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

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**Check All That Apply**☒ 25 or Older on Date of Trip☒ Powell Schools Employee☐ Parent/Legal Guardian of Student☐ On the Current Powell Co. Volunteer Approved List☒ Understand school/health information related to students is confidential.Rayann Bowling  
Chaperone Name (Print)Ray BOW  
Chaperone (Signature)

Keep all applicable forms and signatures related to trip on file at school for five (5) years.

**RELATED PROCEDURES:**

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised:11/21/2023

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EXTENDED/OVERNIGHT FIELD TRIPS**DATE: 4/1/25TRIP: PCHS After Prom PartySCHOOL and GROUP: Powell County High SchoolSUPERVISING STAFF MEMBER: Beth Steimper

I, Dolly Noble, hereby provide that I will be sponsoring/chaperoning a Powell County School trip. I understand that all Powell County Board of Education Policies and Procedures will be applicable on this trip and my strict adherence is necessary as I will be held responsible for violation of any and all policies and procedures regulating by sponsorship, chaperoning and/or conduct. I acknowledge that I am aware of all Powell County field trip policies and procedures for chaperone expectations related to student trips.

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**Check All That Apply**

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☐ Understand school/health information related to students is confidential.

Dolly Noble  
Chaperone Name (Print)

Dolly Noble  
Chaperone (Signature)

Keep all applicable forms and signatures related to trip on file at school for five (5) years.

**RELATED PROCEDURES:**

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised: 11/21/2023