

# Extended Field Trip Request & Forms

STUDENTS 09.36 AP.21

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 Powell County High School Estimated # OF STUDENTS ELIGIBLE FOR TRIP 120  
Male 60 Female 60  
ORGANIZATION OR GROUP PCHS YSC Estimated # OF STUDENTS PARTICIPATING 120  
DATE(S) OF TRIP (Including Travel) 4/18-19 # OF SCHOOL DAYS INVOLVED 0  
SPONSOR'S NAME Ruth Stamper  
MALE CHAPERONES \_\_\_\_\_ FEMALE CHAPERONES \_\_\_\_\_  
LOCATION(S): Malibu Jacks  
CITY/STATE: Lexington, KY

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? N/A
- 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 \_\_\_\_\_

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STUDENTS 09.36 AP.21 ~~COST OF TRIP~~

Name of Facility and City: Malibu Jacks, Lexington

Estimated Cost of Trip:

\$ Event Space \$4500.00

\$ Additional Expenses (Specify) \$1200/t-shirts

\$ Meals/Lodging/Transportation \$600/food, \$500/transporation

\$ 6800.00 \*\*TOTAL COST

How Expenses of Trip Are to Be Paid? Funding from Alcohol Beverage Control, Estill/Powell ASAP, Malt Beverage Corp., and YSC funds

\$ School or District Amount From \$0.00

\$ Association or Parent Group (Specify) \$0.00

\$ Student's Share (Individual Amount \$ \$0.00)

**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.*

\$6800.00 \*\*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

☞ 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 **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.

Duth Stamper 3/10/26

**Signature: Trip Sponsor Date Signature: Principal Approval Date**

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**ADULT SPONSOR/CHAPERONE ACKNOWLEDGEMENT FORM**

**POWELL COUNTY SCHOOL DISTRICT  
EXTENDED/OVERNIGHT FIELD TRIPS**

DATE: April 18-19, 2026

TRIP: After Prom Party, Malibu Jacks, Lexington

SCHOOL and GROUP: PCHS YSC

SUPERVISING 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) 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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ADULT SPONSOR/CHAPERONE ACKNOWLEDGEMENT FORM

POWELL COUNTY SCHOOL DISTRICT  
EXTENDED/OVERNIGHT FIELD TRIPS

DATE: April 18-19, 2026

TRIP: After Prom Party, Malibu Jacks, Lexington

SCHOOL and GROUP: PCHS YSC

SUPERVISING STAFF MEMBER: Rayann Bowling

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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Rayann Bowling

Chaperone Name (Print) Chaperone (Signature)

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Review/Revised:11/21/2023

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DATE: April 18-19, 2026

TRIP: After Prom Party, Malibu Jacks, Lexington

SCHOOL and GROUP: PCHS YSC

SUPERVISING STAFF MEMBER: Charlene Brewer

I, Charlene Brewer, 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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Charlene Brewer  
Chaperone Name (Print) Chaperone (Signature)

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DATE: April 18-19, 2026

TRIP: After Prom Party, Malibu Jacks, Lexington

SCHOOL and GROUP: PCHS YSC

SUPERVISING STAFF MEMBER: Christy Todd

I, Christy Todd, 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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Christy Todd

Chaperone Name (Print) Chaperone (Signature)

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DATE: April 18-19, 2026

TRIP: After Prom Party, Malibu Jacks, Lexington

SCHOOL and GROUP: PCHS YSC

SUPERVISING STAFF MEMBER: Stephanie Crabtree

I, Stephanie Crabtree, 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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Stephanie Crabtree  
Chaperone Name (Print) Chaperone (Signature)

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DATE: April 18-19, 2026

TRIP: After Prom Party, Malibu Jacks, Lexington

SCHOOL and GROUP: PCHS YSC

SUPERVISING STAFF MEMBER: Jennifer Kincaid

I, Jennifer Kincaid, 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

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Jennifer Kincaid  
Chaperone Name (Print) Chaperone (Signature)

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years. **RELATED PROCEDURES:**

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**SCHOOL and GROUP:** PCHS YSC

**SUPERVISING STAFF MEMBER:** Savannah Denniston

I, Savannah Denniston 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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Savannah Denniston  
Chaperone Name (Print) Chaperone (Signature)

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SCHOOL and GROUP: PCHS YSC

SUPERVISING STAFF MEMBER: Josh Crowe

I, Josh Crowe, 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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Josh Crowe  
Chaperone Name (Print) Chaperone (Signature)

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