

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 PCHS

ORGANIZATION OR GROUP BETA CLUB

DATE(S) OF TRIP (Including Travel) 10/12-10/13

SPONSOR'S NAME Martine Shoemaker

MALE CHAPERONES _____ FEMALE CHAPERONES 2

LOCATION(S): Crowne Plaza @ Bowling Green

CITY/STATE: Bowling Green, KY

Estimated # OF STUDENTS ELIGIBLE FOR TRIP 12
 Male 4 Female 8

Estimated # OF STUDENTS PARTICIPATING 12
 Male 4 Female 8

OF SCHOOL DAYS INVOLVED 2

☐ 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\$ 850

Meals/Lodging/Transportation

Crown Plaza Bowling Green*Name of Facility and City for Lodging*\$ 50 each = 600Additional Expenses (Specify) Registration\$ 1,450****TOTAL COST**How Expenses of Trip Are to Be Paid\$ 850School or District Amount From BETA club Source

\$

Association or Parent Group (Specify)

\$ 600Student's Share (Individual Amount \$ 50)

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.\$ 1,450****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**PRIOR to trip, sponsor will ensure completion**

① All Chaperones are on the Approved Volunteer List & Approved by Principal

☒ Yes ☐ No

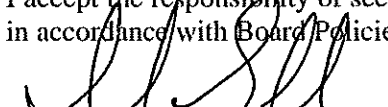
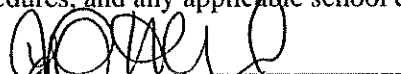
② List of Chaperones completed (Mark whether teacher, parent, etc.)

☒ Yes ☐ No

③ 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.


Signature: Trip Sponsor9/8/26
Date
Signature: Principal Approval9/8/26
Date

Kentucky Leadership Summit

Modified on: Mon, 3 Aug, 2026 at 4:11 PM

Elementary Daily Agenda

Day 1

Time	Activity
10:00 AM - 11:00 AM	Registration
10:30 AM	Judges Meeting
11:15 AM - 12:15 PM	Leadership Representative Interviews
11:15 AM - 12:15 PM	Being Better Betas
1:15 PM - 2:15 PM	Collaboration Connection

Articles in this folder

[Arkansas Leadership Summit](#)

[Composite Schedule](#)

[Florida Leadership Summit](#)

[Idaho, Georgia Leadership Summit](#)

You may like to read

[Leadership Representative](#)

[How to Register](#)

[Louisiana Leadership Summit](#)

[Missouri Leadership Summit](#)

2:30 PM - 4:00 PM	Leadership Session 1
4:15 PM	Project Proposal

Day 2

Time	Activity
8:00 AM - 9:00 AM	All the World is a Stage
9:45 AM - 10:45 AM	Beta Blitz
11:30 AM - 1:00 PM	Leadership Session 2
11:45 AM - 12:45 PM	Sponsor Meeting

Junior Daily Agenda

Day 1

10:00 AM - 11:00 AM	Registration
10:30 AM	Judges Meeting
11:00 AM - 12:30 PM	Leadership Session 1
1:15 PM - 2:15 PM	Leadership Representative Interviews
1:45 PM - 2:15 PM	Being Better Betas
3:15 PM - 4:15 PM	Collaboration Connection
4:30 PM	Project Proposal

Day 2

Mississippi Leadership Summit

About Regional Leadership Summits

Arkansas Leadership Summit

Florida Leadership Summit

Texas Leadership Summit

Virginia Leadership Summit

Time	Activity
8:00 AM - 9:30 AM	Leadership Session 2
8:15 AM - 9:15 AM	Sponsor Meeting
9:45 AM - 10:45 AM	All the World is a Stage
11:30 AM - 12:30 PM	Beta Blitz

Senior Daily Agenda

Day 1

Time	Activity
10:00 AM - 11:00 AM	Registration
10:30 AM	Judges Meeting
11:15 AM - 12:15 PM	Collaboration Connection
1:00 PM - 2:30 PM	Leadership Session 1
3:00 PM - 4:00 PM	Leadership Representative Interviews
3:00 PM - 4:00 PM	Being Better Betas
4:45 PM	Project Proposal

Day 2

Time	Activity
8:00 AM - 9:00 AM	Beta Blitz
9:45 AM - 11:15 AM	Leadership Session 2
10:00 AM - 11:00 AM	Sponsor Meeting
11:30 AM- 12:30 PM	All the World is a Stage

Extended Field Trip Request & Forms**ADULT SPONSOR/CHAPERONE ACKNOWLEDGEMENT FORM****POWELL COUNTY SCHOOL DISTRICT
EXTENDED/OVERNIGHT FIELD TRIPS****DATE:** 10/12-10/13**TRIP:** BETA Club Leadership Conference**SCHOOL and GROUP:** PCHS BETA Club**SUPERVISING STAFF MEMBER:** Martine Shoemaker

I, Martine Shoemaker 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.

Martine Shoemaker
Chaperone Name (Print)

[Signature]
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: 10/12-10/13TRIP: BETA Club Leadership ConferenceSCHOOL and GROUP: PCHS BETA ClubSUPERVISING STAFF MEMBER: Martine Shoemaker

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.

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.

Rayann Bowling
Chaperone Name (Print)

Rayann Bowling
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

Students Attending

Olivia Rogers

Olivia Stone

Daleela Jasser

Emma Pendergrass

Brittany Johns

Kennedy Nobles

Julia Estes

Jayla Rogers

Dillon Harrison-McKinney

~~Olivia~~ Timber Drake

Harold White

Cian Nolan