

School-Related Student Trip Request Form

Submit this form two (2) weeks prior to the trip.

SCHOOL CARROLL CO. HS FACULTY MEMBER(S) SPONSORING TRIP RANDY MEFFORD

TYPE OF TRIP (CHECK ONE):

- Classroom Field Trip Class (i.e., junior, senior) Trip, specify _____
- Organization/Club Trip, specify _____ Other (athletic, band, if applicable) GIRLS BASKETBALL

DESTINATION-MCLEAN CO. HS ADDRESS 1859 HWY 136E CALHOUN, KY 42327 PHONE 270-273-5278

- Out of State Out of County Within County

x Overnight; give name, address, phone of lodging –we will be staying in Owensboro, Ky at a hotel to be announced at a later date

DATE(S) OF TRIP-DEC. 27- 29, 2011 DEPARTURE TIME- TBA RETURN TIME-DEC. 29, TBA

PURPOSE/EDUCATIONAL VALUE –GIRLS HIGH SCHOOL HOLIDAY BASKETBALL TOURNAMENT

No student shall be denied the trip because of an inability to pay.

SOURCE OF FUNDING FOR TRIP –GIRLS BASKETBALL FUNDRAISING ACCOUNT

BILL TRIP EXPENSES TO:

- SPONSORING ORGANIZATION SCHOOL COUNCIL BOARD OTHER, SPECIFY --WE ASK THAT THE BOARD PAY FOR THE BUS AS THEY DO ON REGULAR TRIPS. WE WILL PAY FOR THE BUS DRIVER’S LODGING AND MEALS.

SUPERVISION: (ATTACH LIST OF NAMES OF ADULTS ACCOMPANYING STUDENTS ON TRIP.)

NUMBER OF: STUDENTS 15 FACULTY SPONSORS 4 OTHER CHAPERONES 0
TOTAL # OF PARTICIPANTS 19

ALL CHAPERONES HAVE UNDERGONE THE REQUIRED RECORDS CHECK AND BEEN DESIGNATED BY THE PRINCIPAL/DESIGNEE TO SUPERVISE STUDENTS? YES NO

MODE OF TRANSPORTATION:

IS DISTRICT TRANSPORTATION NEEDED? NO YES, SEE PROCEDURE 09.36 AP.212.

- CERTIFICATED COMMON CARRIER; SPECIFY _____
- PRIVATE VEHICLE, IF ALLOWED BY POLICY; SPECIFY DRIVER(S) _____

_____Randy Mefford_____September 21, 2011

Signature of Faculty Sponsor

Date

Trip has been <input type="checkbox"/> approved <input type="checkbox"/> disapproved. Reason for disapproval _____	
_____ <i>Signature of Superintendent/Designee</i>	_____ <i>Date</i>
For overnight and/or out-of-state trips, approval of the Superintendent and/or Board may be required by policy 09.36.	

RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.212, 09.36 AP.22, 09.36 AP.23

Review/Revised:6/18/09

