

Administrative Procedure

Request for Field Trip

12/12/08

Teacher's Name Suzanne Hill School OCCHSDestination (include address) Cincinnati, Ohio

The request is for a field trip listed in the current board-approved edition of the Obion County School District's Field Trip Manual

The request is for a field trip which is not listed in the current board-approved edition of the Obion County School District's Field Trip Manual

Grade Level (elementary) _____ Subject Area (secondary) Art

1. How is this trip an integral part of an approved course of study? Students will view original works of art by famous artists from art history.

2. Prior to this field trip the class will be involved in the following preliminary activities to prepare for this trip:

- a. Officers research area including art-related attractions
- b. & lodging. They choose itinerary & make necessary contacts.
- c. All participating students help with after-school art lessons
- d. for K-8 students & attend informational meetings.

3. Follow-up activities for this unit will include the following activities:

- a. Discussion & critique of viewed artwork.
- b. Scrapbook will be put together in order to share
- c. experiences & information with other art
- d. students

4. Transportation Requested: 1 school bus

5. Date of Trip: Thursday, March 26 (after school) - Sunday, March 29 2009

6. Substitutes Requested (if necessary): one / faculty member

7. Parental Permission Forms Received: 2 weeks prior to trip

8. Plans of Students Not Going On Trip: Continue previously assigned ongoing art projects.

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9. List of Chaperones (All High School trips must have 1 chaperone per 20 students. All Elementary trips must have 1 chaperone per 10 students. Overnight field trips require board-approved chaperones):

Suzanne Hill + Danny Hill
Glen Marshall + Carol Marshall

10. What is the total number of students going on the trip? appx 15

11. How much regular classroom instructional time will be missed? 1 day

12. What is the approximate cost of the trip per student? \$ 185

13. How are you funding the trip? Students pay \$40 / Art Club pays balance

14. Place a check by the expenses you plan to submit for reimbursement:

- (1) Registration
- (2) Meals
- (3) Lodging (include name of hotel and cost per night) _____
- (4) Mileage
- (5) Other anticipated expenses such as parking (specify) _____

Signed: Suzanne Hill Date: _____
(Teacher Requesting Trip)

Approved By: Linda C. Short Date: 2/12/09
(Signature of Principal)

Approved By: _____ Date: _____
(Signature of Assistant Director of Schools)

Approved By: _____ Date: _____
(Signature of Director of Schools)

Approved by Board (if necessary): _____

Remarks or Conditions: _____

Senior Art Club Trip 2009

DATES: Thursday, March 26 through Sunday, March 29

(Students would leave after school on Thursday and thus would miss only 1 day of school
for a 3 1/2 day trip)

DESTINATION: Cincinnati, Ohio

ELIGIBILITY:

Art Club requirements: Any Art Club member who is currently a senior or in Art 3 plus Art Club officers: This includes a total of 41 eligible students. We anticipate no more than 15-20. Requirements are as follows: Participants must:

*Work in 6 after-school art lessons (this is our fund-raiser)

*Attend at least half senior trip planning meetings

*Be actively involved in Art Club activities

School requirements: All students must be currently passing all classes, and have no attendance or disciplinary problems.

COST: Approximately \$2900 + meals (based on 15 person estimate: appx \$193/person)

Transportation: \$700

Lodging: 7 quad rooms @ \$75 per night x 3 nights = \$1575 (includes breakfast)

Admissions: \$25 per person x 20 people = \$500

Meals: Responsibility of each individual; Breakfast provided 3 days

FUNDING: Participants pay \$40 deposit (by February 2) + 2 meals per day
Art Club pays remainder of all costs (see above)

TRANSPORTATION: Obion County Schools bus; Public transportation within the city

ITINERARY:

Art Academy of Cincinnati (includes hands-on workshop)

Art Institute of Cincinnati, museum and school

Taft Museum

Eden Park Krohn Conservatory

Creation Museum

Museum of Contemporary Art

ADULT CHAPERONES:

Suzanne Hill, art teacher/advisor

Danny Hill, spouse

Glen Marshall, art teacher/advisor

Carol Marshall, spouse

Cindy Moore, aide

Andy Moore, spouse

ELIGIBLE & INTERESTED STUDENTS:

Matt Moore	Katherine Parker	Glennese Patterson	Ethan Petty
Paige Baldwin	Jackie Brinkley	Allie Crowell	Leah Vincent
Brittany Barnett	Jake Burt	Amanda Conkle	Wilson Dutton
Amber Grinnell	Whitney Hogg	Ashley Preuet	Kayla VanZant
Jacob Bloodworth	Nancy Calkins	Zach Castleman	Stetson Ford
Kailey Hagan	Meredith Lones	Lindsey Rainey	Bruce Strain
Chase Wallace	Justin White	Joseph Babb	Lindsey Breeden
Emily Crosser	Refugio Flores	Tyler Pluty	Katelin Hayes
DJ Higgins	Kayle Jones	Kristin Killebrew	Ramon Mendez
Tyler Miller	Drew Moore	Dakota ODell	Crystal Rerick
Bradley Sellers			