

Request for Field Trip

Teacher's Name Michelle Bruner

School Obion County Central

Destination (include address) FCCLA Nationals, Gaylord Opryland, Nashville, Tennessee

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) Culinary Arts

1. How is this trip an integral part of an approved course of study? _____

STAR event competitions

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

a. Competed in District at UTM- 1st place

b. Competed in State - 1st place

c. _____

d. _____

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

a. _____

b. _____

c. _____

d. _____

4. Transportation Requested: 1 car (County Car)

5. Date of Trip: July 12- July 13

6. Substitutes Requested (if necessary): _____

7. Parental Permission Forms Received: Yes

8. Plans of Students Not Going On Trip: _____

Administrative Procedure

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):

Michelle Bruner

10. What is the total number of students going on the trip? 1 student- Jeriann Webster

11. How much regular classrom instructional time will be missed? none

12. What is the approximate cost of the trip per student? STAR events- \$40.00 Registration- \$60.00

13. How are you funding the trip? Vocational money- per Russ Davis

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: Michelle Bruner

Date: 4-29-09

(Teacher Requesting Trip)

Approved By: Linda C. Short

Date: 4/30/09

(Signature of Principal)

Approved By: [Signature]

Date: 4/30/09

(Signature of Assistant Director of Schools)

Approved By: _____

Date: _____

(Signature of Director of Schools)

Approved by Board (if necessary): _____

Remarks or Conditions: _____