

## Request for Field Trip

Teacher's Name Tammy Sisson School So. Fulton Middle  
 Destination (include address) Louisville, KY <sup>40202</sup> Galt Hotel 140 N. Fourth St

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) 7-8 Subject Area (secondary) \_\_\_\_\_

1. How is this trip an integral part of an approved course of study? The students will be competing in the Nationals of the Beta Club,

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

a. They will be working on projects for competition

b. \_\_\_\_\_

c. \_\_\_\_\_

d. \_\_\_\_\_

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

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

d. \_\_\_\_\_

4. Transportation Requested: 1 bus

5. Date of Trip: June 26-28, 2010

6. Substitutes Requested (if necessary): —

7. Parental Permission Forms Received: yes

8. Plans of Students Not Going On Trip: —

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):

Tammy Sisson

Brandi Cantrell

Chuck Seratt

10. What is the total number of students going on the trip? 20

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

12. What is the approximate cost of the trip per student? \$100

13. How are you funding the trip? Club funds and student funds

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

(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: Tammy Sisson Date: 4-28-10  
(Teacher Requesting Trip)

Approved By: [Signature] Date: 4-28-10  
(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: \_\_\_\_\_