

Request for Field Trip

Teacher's Name Kyle Gehring School South Fulton High School

Destination (include address) Camp Clements 5401 Sparkmantown Road Doyle, TN 38559

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) Agriculture 9-12

1. How is this trip an integral part of an approved course of study? FFA Camp Clements is a leadership based training camp to help get FFA students more involved

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

a. Looking over the policies and procedures of the camp

b. Going over the agenda of Camp Clements

c. Electing our new FFA officers for the 2012-2013 school year

d. _____

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

a. Supervised Agricultural Experience programs

b. Chapter FFA leadership activities

c. Meetings to create an agenda for our upcoming school year

d. _____

4. Transportation Requested: Yes

5. Date of Trip: July 2nd- July 6th

6. Substitutes Requested (if necessary): _____

7. Parental Permission Forms Received: Before Departure of trip

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):

Kyle Gehring

10. What is the total number of students going on the trip? 11

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

12. What is the approximate cost of the trip per student? All costs for students are paid by FFA Alumni

13. How are you funding the trip? FFA Alumni/ Gas for bus provided by FFA Advisor for reimbursement

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) Gas for Bus

Signed: *Kyle Gehring*

(Teacher Requesting Trip)

Date: 04/20/12

Approved By: *Keith [Signature]*

(Signature of Principal)

Date: 4/20/12

Approved By: *[Signature]*

(Signature of Assistant Director of Schools)

Date: 4-20-12

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

Approved by Board (if necessary): _____

Remarks or Conditions: _____