

Request for Field Trip

Teacher's Name Sarah Baker + Stuart Watson School OCCHS

Destination (include address) National FFA Convention Indianapolis, Ind.

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) 9-12 Subject Area (secondary) Agriculture

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

an integral part of the agriculture education and this convention is a way for students to become better leaders

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

a. Students will learn about premier leadership

b. personal growth, and career success.

c. _____

d. _____

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

a. Students that attended the trip will share

b. their experience of the leadership convention, career information

c. and information of the educational tours taken while at

d. convention.

4. Transportation Requested: Yes

5. Date of Trip: October 19-22, 2011

6. Substitutes Requested (if necessary): Yes (Need 2 subs for 3 days)

7. Parental Permission Forms Received: Yes

8. Plans of Students Not Going On Trip: Students not going on trip will

continue with their course work as planned.

Annual
and also
learn
about
future
career

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):

Sarah Baker

Stuart Watson

Russ Davis

10. What is the total number of students going on the trip? 8

11. How much regular classroom instructional time will be missed? 3 days

12. What is the approximate cost of the trip per student? Students will only pay for extra activities.

13. How are you funding the trip? FFA

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: Sarah Baker / Stuart Watson Date: 9/14/2011
(Teacher Requesting Trip)

Approved By: Linda Cresson Date: 9/14/11
(Signature of Principal)

Approved By: [Signature] Date: 9-14-11
(Signature of Assistant Director of Schools)

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

Approved by Board (if necessary): _____

Remarks or Conditions: _____