

Request for Field Trip

Teacher's Name Denise Bell School Hillcrest

Destination (include address) Adventure Science Center Nashville Zoo at Grassmere
800 Ft Neely Blvd, Nashville, TN 3777 Nolensville Rd, Nashville, TN

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) 1-8th grade Plus Subject Area (secondary) _____

1. How is this trip an integral part of an approved course of study? They will be learning about and experiencing different types of science

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

a. We will find out about different types of energy.

b. We will learn about laser light.

c. _____

d. _____

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

a. Compare their pre-notes with information from museum.

b. Discuss how they could use the information

c. from before & after notes and how it affects our

d. lives.

4. Transportation Requested: Bus with storage

5. Date of Trip: April 26-27, 2013

6. Substitutes Requested (if necessary): none

7. Parental Permission Forms Received: _____

8. Plans of Students Not Going On Trip: Will stay in regularly scheduled classes.

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):

Kristy Heathcote, Melody Baker^{teacher},
Michelle Buchanan^{teacher}, Jerry + Jackie Parr,
Marsha + Randy Uia, Wade Kersey, Brady Smith

10. What is the total number of students going on the trip? 30

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

12. What is the approximate cost of the trip per student? \$75

13. How are you funding the trip? from funds in our account and fund raisers.

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: Denise Bell Date: 3-11-13
(Teacher Requesting Trip)

Approved By: [Signature] Date: 3/19/13
(Signature of Principal)

Approved By: [Signature] Date: 3-21-13
(Signature of Assistant Director of Schools)

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

Approved by Board (if necessary): _____

Remarks or Conditions: _____