

Request for Field Trip

Teacher's Name Melissa Logan School Black Oak

Destination (include address) Nashville, TN (itinerary attached)

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) 5th- 8th

1. How is this trip an integral part of an approved course of study? To provide enrichment activities/ experiences for the Gifted class.

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

a. Students reading The Railway Children by Edith Nesbit

b. Study packet/activities provided by the Belle Meade Plantation

c. On-line resource packages provided by The Hermitage

d. _____

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

a. Discuss what they learned during the 2 hr. educational lesson- The Imp. of Andrew Jackson

b. Compare/contrast the Railway Excursion Ride with The Railway Children book

c. _____

d. _____

4. Transportation Requested: No- Parents will drive their individual cars/ caravan to Nashville

5. Date of Trip: May 15-17, 2015

(overnight)

6. Substitutes Requested (if necessary): Yes

7. Parental Permission Forms Received: Yes

8. Plans of Students Not Going On Trip: Will continue with normal daily schedule

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):

Melissa Logan

Mary Coleman

10. What is the total number of students going on the trip? 13

11. How much regular classroom instructional time will be missed? All day on May 15th

12. What is the approximate cost of the trip per student? None

13. How are you funding the trip? PLUS Account/Fundraisers

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: Melissa Logan
(Teacher Requesting Trip)

Date: 03-26-15

Approved By: [Signature]
(Signature of Principal)

Date: 3-26-15

Approved By: [Signature]
(Signature of Assistant Director of Schools)

Date: 3-26-15

Approved By: [Signature]
(Signature of Director of Schools)

Date: 3/26/15

Approved by Board (if necessary):

Remarks or Conditions:

Black Oak PLUS End of Year Trip- Itinerary

May 15th, 2015

- 7:30am Depart from Black Oak School by caravan (All drivers will submit proof of liability limits to the Board Office prior to trip.)
- 11:30-12:45p Stop and eat lunch
- 1:00p Arrive at the Hermitage
- 1:15-3:15pm Participate in educational class entitled The Importance of Andrew Jackson/explore the grounds
- 3:45-4:45pm Go to hotel/freshen up
- 4:45-6:15pm Eat supper
- 6:30pm Arrive at Grand Ole Opry/show at 7:00pm
- 10:00pm Arrive back at hotel

May 16th, 2015

- 8:00am Depart for Railway
- 9:00-3:15pm Excursion on Tennessee Central Railway to Watertown and back
- 3:30-5:00pm Tennessee History Museum
- 5:00-6:00pm Hotel/freshen up
- 6:00-9:00pm Dinner/Opry Mills Mall

May 17th, 2015

- 9:00am Check out of hotel
- 9:30-11:30am Participate in educational program at Belle Meade Plantation- (100 Years of History). Tour grounds and participate in a scavenger hunt.
- 11:45-12:45pm Eat lunch
- 12:45-3:45pm Travel to Hornbeak/Arrive to school

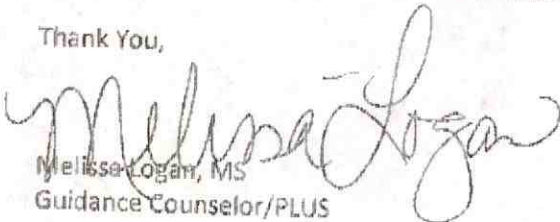
March 20, 2015

To Whom It May Concern,

I am requesting to be put on the agenda for the April Obion County School Board meeting. I am requesting permission for the Black Oak PLUS class to take an overnight trip to Nashville, TN, on May 15th-17th, 2015. We will leave by caravan early on the 15th and return on the 17th by 5:00 p.m. Some of the attractions we will visit include: The Hermitage, The Belle Meade Plantation, Grand Ole Opry, Tennessee History Museum and an excursion on the Tennessee Central Railway.

Each student will be accompanied by at least one parent. Fundraisers throughout the year will cover the costs for every student. Every parent driving will submit the proper forms for proof of liability insurance limits, and they will be submitted to the office prior to the trip.

Thank You,



Melissa Logan, MS
Guidance Counselor/PLUS