

School-Related Student Trip Request Form

Submit this form two (2) weeks prior to the trip.

SCHOOL Carroll County ATC FACULTY MEMBER(S) SPONSORING TRIP David Pepper / Kevin Hoover

TYPE OF TRIP (CHECK ONE):

- Classroom Field Trip Class (i.e., junior, senior) Trip, specify _____
- Organization/Club Trip, specify FBLA Other (athletic, band, if applicable) _____

DESTINATION Galt House ADDRESS Louisville, KY PHONE 502.732.4479

- Out of State Out of County Within County

Overnight; give name, address, phone of lodging Galt House, 140 North 4th Street, Louisville, KY 40202 -

DATE(S) OF TRIP April 14-16, 2014 DEPARTURE TIME 4/14 → 9:30am RETURN TIME 4/16 → 2:30pm

PURPOSE/EDUCATIONAL VALUE State FBLA Leadership Conference

No student shall be denied the trip because of an inability to pay.

SOURCE OF FUNDING FOR TRIP Fundraising & student pay

BILL TRIP EXPENSES TO:

- SPONSORING ORGANIZATION SCHOOL COUNCIL BOARD OTHER, SPECIFY _____

SUPERVISION: (ATTACH LIST OF NAMES OF ADULTS ACCOMPANYING STUDENTS ON TRIP.)

NUMBER OF: STUDENTS 31 FACULTY SPONSORS 2 OTHER CHAPERONES 1

TOTAL # OF PARTICIPANTS 34

ALL CHAPERONES HAVE UNDERGONE THE REQUIRED RECORDS CHECK AND BEEN DESIGNATED BY THE PRINCIPAL/DESIGNEE TO SUPERVISE STUDENTS? YES NO

MODE OF TRANSPORTATION:

IS DISTRICT TRANSPORTATION NEEDED? NO YES, SEE PROCEDURE 09.36 AP.212.

CERTIFICATED COMMON CARRIER; SPECIFY School Bus → 1 needed

PRIVATE VEHICLE, IF ALLOWED BY POLICY; SPECIFY DRIVER(S) _____

David Pepper
Signature of Faculty Sponsor

3-12-14
Date

| | |
|---|----------------------|
| Trip has been <input type="checkbox"/> approved <input type="checkbox"/> disapproved. Reason for disapproval _____ | |
| _____ <i>Signature of Superintendent/Designee</i> | _____ <i>Date</i> |
| For overnight and/or out-of-state trips, approval of the Superintendent and/or Board may be required by policy 09.36. | |

RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised:6/18/09

FBLA State Leadership Conference
Chaperone List
April 14 – 16, 2014

1. David Pepper – Teacher and Adviser
2. Kevin Hoover – Teacher and Adviser
3. Rachel Pepper – Chaperone(Female)