

OVERNIGHT FIELD TRIP REQUEST FORM

This form must be completed AND approved at both the Education Committee Meeting AND the Regular School Board Meeting PRIOR TO the date of the trip. Contact the Assistant Superintendent's Office to verify meeting dates.

INSTRUCTIONS:

1. Originator - Complete by typing directly on form. Print form. Forward to Building Principal for approval.
2. Building Principal - Approve and forward to the Assistant Superintendent's Office for approval and inclusion on the Education Committee and School Board Meeting agendas.
3. Once Request has been approved at the School Board Meeting, a copy will be returned to the Originator.

Requested by: John DeLuce, Andrew Bronkaj, Jason Birch
Group: Plum HS Music Department Ensembles School: PHS
Destination: Festival Disney Orlando, Florida
Purpose: To take part in a world class adjudication festival(an essential element to the success of the HS music program), receive feedback from top musicians and educators, provide performance
Adult Supervisors/Sponsors: DeLuce, Bronkaj, Birch, Members of the Plum Music Boosters
Nurse
Person(s) Responsible for Activity: DeLuce, Bronkaj, Birch

Departure Date: 7-Mar-13 Time: AM
Return Date: 11-Mar-13 Time: PM

Number of Students Participating: approx. 200
Number of Students NOT Participating: Approx. 75-100
Number of Days Absent from School: 3
Have any of the participating students been on other approved trips throughout the year?

Not to my knowledge

Cost of Trip (Per Person): 1000-1300
Student's Actual Cost: 1000-1300
How will money be raised to pay for the trip:
year round student fundraising facilitated through the Plum Music Boosters Inc.

Please give a full explanation of the type of insurance coverage the student will have while participating in this activity. If there is no provision for insurance, all students participating must have their parent/guardian sign an insurance waiver form.

Complete insurance including; \$5000 emergency accident, \$1000 Life, 250 Emergency Dental

Method of Travel & Name of Commercial Agency:

Flight, motor coaches while on property Agency determined after bid.

Housing (Reservation, Address, Dates):

Prefer Disney Properties (All-Star Music Resort)

R. Kowal
Principal's Signature

6/5/12
Date

Date approved by Education Committee: _____
Date approved by School Board: _____