

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: Rick Berrott
Group: NHS **School:** Senior High

Destination: Disney-Orlando-Make-A-Wish Village

Purpose: Visit the Make-A-Wish Village and Disney educational tour.

Adult Supervisors/Sponsors: Rick Berrott and Lindsay Scuillo

Person(s) Responsible for Activity: Rick Berrott and Lindsay Scuillo

Departure Date: 26-Mar **Time:** 11:30

Return Date: 30-Mar. **Time:** 9:00 p.m.

Number of Students Participating: At least 25 or we will not go.

Number of Students NOT Participating: _____

Number of Days Absent from School: 0

Have any of the participating students been on other approved trips throughout the year?

Yes,

Cost of Trip (Per Person): \$1,575

Student's Actual Cost: \$1,575

How will money be raised to pay for the trip:

Depends on the fundraising.

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.

Through Scholastica.

Method of Travel & Name of Commercial Agency:

Plane and Bus. Through Scholastica.

Housing (Reservation, Address, Dates):

3/26-3/30 at an All-Star resort.

R. Kovacs 10/25/12
Principal's Signature Date

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