School-Related Student Day Trip and Overnight Trip Request Forms

THIS FORM MUST BE SUBMITTED TO THE PRINCIPAL TWO (2) WEEKS PRIOR TO THE TRIP IF BOARD APPROVAL IS REQUIRED, THE BOARD MUST RECEIVE THE FORM AT LEAST TWO(2) WEEKS IN ADVANCE OF TRIP.

INFORMATION

1. Sponsor's Name ___Fran Floyd____ Club or Dep. ___FBLA_____
2. Name of all chaperones __Fran Floyd; Heather Austin; Nathan Tanner_____
3. Where will the group be going? ____Louisville and Lexington KY_____
4. Purpose of the trip. Touring 2 colleges and business for students to learn about options for future careers
5. When is it to be held? Date __Nov 16-17, 2026___ Departure Time 5:30 am 11/16/26
   Estimated Travel Time __20 hrs_____
6. City Louisville/Lexington State KY_____Estimated Distance (Round Trip) 660 miles apx
7. Place of overnight lodging (name, address & phone #) __Embassy Suites, 1801 Newton Pike, Lexington KY 40511; 859-400-0120
8. Identify students by name (Use attached sheet if necessary) _____
   __There will be 30 students with male and female chaperones. Students undetermined at this time
9. Cost to students _$40 + meals_ Cost to school organization $0 Cost to Board $0
10. Describe the relevance of the trip: educational, cultural, etc./educational activities We will
    ____Be touring University of Kentucky; Bellarmine College; Riley Children's Hospital; Louisville
    ____Slugger Museum & production facility; Kenneland offices; and others businesses if time permits
11. Other activities planned UK basketball game – Students pay
12. How will this trip benefit your students? This trip will provide students with valuable, real-world learning experiences by exposing them to college opportunities, career pathways, and business operations. Through tours of universities and businesses, students will gain insight into higher education, entrepreneurship, management, marketing, and various career fields. Students will also develop leadership, communication, and networking skills while exploring opportunities beyond their local community.
13. Type of transportation used Charter Bus – received grant for payment
14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
    XX Yes _____ No If NO, indicate why: _____

Sponsor's Signature	Date	Principals Signature	Date
[signature]	10/13/26	[signature]	10/13/26

Trip has been ____approved ____disapproved. Reason for disapproval _____

Signature of Superintendent/Designee	Date	Board Approval Date

RELATED PROCEDURES:
09.36 AP.211, 09.36 AP.212, 09.36 AP.22

Review/Revised: 3/16/06