

Millburn School District 24

### FIELD TRIP REQUEST

Today's Date: 11/10/10

Homeroom(s): Band

Date of Trip: 5/5-5/7/11 # of Passengers: 75

Is a wheelchair accessible bus needed? YES NO

Destination: ST. LOUIS

Address, City, State Eureka, Missouri

LEAVE TIME: (no earlier than 9:00 a.m.)

RETURN TIME: (no later than 2:30 p.m.)

6:00 AM motorcoach  
6:00 PM

NOTE: If you are a specials teacher and will need a sub to cover classes in your absence, enter request into the AESOP system.

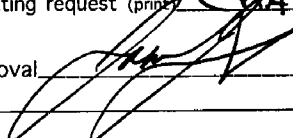
Educational Purpose of the Field Trip (tie into objectives):

Team building + performance trip

Teacher submitting request (print)

CHAD ANDERSON

Principal Approval



### FIELD TRIP COSTS

Transportation Calculation:

\$2.50 per mile per bus to and from location

+ \$17.00 per hour per driver while bus is parked.

Round Trip Miles \_\_\_\_\_ X \$2.50 per mile =  
\$ \_\_\_\_\_  
plus

Wait Time Hours \_\_\_\_\_ X \$17.00 per hour =  
\$ \_\_\_\_\_  
equals

Total Transportation costs per student  
\$ \_\_\_\_\_  
plus

Charge per student for field trip \$ \_\_\_\_\_  
equals

TOTAL PARENTS ARE PAYING \$ \_\_\_\_\_

Is PTO Curriculum Enhancement Money being requested for this trip? YES NO

For Office Use \_\_\_\_\_

Transportation Coordinator has:

- Checked availability of bus(es) and driver(s)
- Verified Transportation Charge listed above

Number of buses: \_\_\_\_\_

Trans Coord Initials: \_\_\_\_\_

### Millburn School District 24 FIELD TRIP - PARENT NOTICE

Principal Approved \_\_\_\_\_

Today's Date: \_\_\_\_\_

Date of Trip: \_\_\_\_\_

Grade: \_\_\_\_\_ Teacher(s): \_\_\_\_\_

Destination, City, State \_\_\_\_\_

Educational Purpose of the Field Trip (tie into objectives):

Separate Form

LEAVE: \_\_\_\_\_ RETURN: \_\_\_\_\_ Cost to student: \$ \_\_\_\_\_

Special Instructions: \_\_\_\_\_

### PARENT/GUARDIAN PERMISSION FOR FIELD TRIP

Please complete and return this slip to school immediately. Parent signature indicates awareness of the planned trip and responsibility for student's share of cost and school-to-home transportation where applicable.

Student's Name \_\_\_\_\_

Check here if you are available to chaperone this trip [ ]

Parents - you will be notified by the teacher if you have been designated as a chaperone for this trip. Please review "Responsibilities of Field Trip Chaperones" in the online Parent-Student Handbook.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

# **Millburn Central Band St. Louis Trip 2011**

## **Final Itinerary**

### **Thursday, May 5<sup>th</sup>**

**6:00 A.M. Load Motor coach**  
**6:30 A.M. Depart For St. Louis (Lunch In Route)**  
**2:00 P.M. Arrive for Riverboat, Arch, Museum Show**  
**5:00 P.M. Leave for Dinner**  
**5:30 P.M. Dinner**  
**6:30 P.M. Leave For Hotel**  
**6:45 P.M. Arrive at Hotel and Check In With Chaperone**  
**7:15 P.M. Go Down For Swimming Fun With Chaperone**  
**9:45 P.M. Go Get Snack and Drink From Boosters**  
**10:30 P.M. Lights Out and Sleeping**

### **Friday, May 6<sup>th</sup>**

**7:30 A.M. Breakfast**  
**8:30 A.M. Leave For Six Flags**  
**9:00 A.M. Enjoy Park For the Rest of the Day**  
**4:45 P.M. Meet at the Entrance/Exit with Your Chaperone**  
**5:00 P.M. Leave Park and Head To Dinner**  
**5:30 P.M. Dinner**  
**6:30 P.M. Leave For Hotel**  
**6:45 P.M. Arrive at Hotel and Check In With Chaperone**  
**7:00 P.M. Go Down For Swimming Fun With Chaperone**  
**9:45 P.M. Go Get Snack and Drink From Boosters**  
**10:30 P.M. Lights Out and Sleeping**

### **Saturday, May 7<sup>th</sup>**

**8:00 A.M. Breakfast**  
**9:00 A.M. Check out and Load Motor Coach**  
**9:30 A.M. Leave For University Performance/Clinic**  
**11:00 A.M. Clinic with University Staff**  
**1:00 P.M. Load Motor Coach and Head For Home (Lunch in Route)**  
**6:00 P.M. Arrive at Millburn Central School**