

Millburn School District 24

## FIELD TRIP REQUEST

Today's Date: 8/31/2011Homeroom(s): 6A, 6BDate of Trip: Oct 19 - Oct 21 # of Passengers: ~ 56Is a wheelchair accessible bus needed? YES ☒ NO ☐Destination: Camp Timber-leeAddress, City, State East Troy, WILEAVE TIME: (no earlier than 9:00 a.m.) 9:00 amRETURN TIME: (no later than 2:30 p.m.) ~ 2:00pm

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):

The purpose is to practice teambuilding skills. Many of the Illinois social emotional standards are tied to the trip as well as PBIS strategies.Teacher submitting request (print) Steve Teipel

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 =  
\$ \_\_\_\_\_  
plusWait Time Hours \_\_\_\_\_ X \$17.00 per hour =  
\$ \_\_\_\_\_  
equalsTotal Transportation costs per student  
\$ \_\_\_\_\_  
plusCharge per student for field trip \$ 155.00

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: 8/31/2011Date of Trip: Oct 19-21Grade: 6 Teacher(s): Steve Teipel, Dawn Morris, Denise OswaldDestination, City, State Camp Timber-lee in East Troy, WI

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

Teambuilding - addressing Illinois Social Emotional Standards - PBISLEAVE: 9:00am RETURN: ~ 2:00pm Cost to student: \$ 155.00Special Instructions: Pack a sack lunch for the 1st day in a disposable sack

## 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 School District 24

## FIELD TRIP REQUEST

Today's Date: 8/31/2011  
Homeroom(s): 6A, 6B, 6C, 6DDate of Trip: Oct 17-19 # of Passengers: ~150Is a wheelchair accessible bus needed? YES ☒ NODestination: Camp Timber-leeAddress, City, State: East Troy, WILEAVE TIME: (no earlier than 9:00 a.m.) 9:00 am  
RETURN TIME: (no later than 2:30 p.m.) ~ 2:00pm

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):

The purpose is to build teambuilding skills. Many of Illinois' social-emotional standards are tied to the trip as well as PBIS strategies.Teacher submitting request (print) Sandy Jacobs

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 =  
\$ \_\_\_\_\_ plusWait Time Hours \_\_\_\_\_ X \$17.00 per hour =  
\$ \_\_\_\_\_ equalsTotal Transportation costs per student  
\$ \_\_\_\_\_ plusCharge per student for field trip \$ 155.00  
equals

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

Is PTD 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: 8/31/2011Date of Trip: Oct 17-19Grade: 6 Teacher(s): Sandy Jacobs, Cathy Duffy, Tricia Phelan,  
Dave Schroeder, Dep KassirerDestination, City, State: Camp Timber-lee in East Troy, WI

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

Teambuilding - addressing Illinois Social Emotional Standards - PBISLEAVE: Oct 17 at 9:00am RETURN: Oct 19 ~ 2:00pm Cost to student: \$ 155.00Special Instructions: Pack a sack lunch for the 1st day in a disposible sack

## 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: \_\_\_\_\_