

WARREN COUNTY SCHOOL DISTRICT
Warren, Pennsylvania
REQUEST FOR FIELD TRIP

Requested by (One contact person only): Donald M. Lyle School: WAHS
First and Last Name Use District Acronym
Home Phone Number: 814-723-4223 (Do not enter school's phone number.)

Grade Level/Group/Club/Planned Instruction: WAHS Marching Band

Field Trip to (Actual destination): Oktoberfest Parade

Kitchener/Waterloo Ontario Canada
City State Country

Name of Event (if applicable): Oktoberfest Parade

Date(s) of Field Trip: 10/12-13/2008 Overnight: Yes ☒ No ☐
(MM/DD/YY)

Departure Time (include AM or PM): 3 pm Return Time: 7 pm

Teacher(s)/Adult Sponsor(s): Donald M. Lyle and Staff

Number of Chaperones: 10-12 Number of Students: 71

Will there be handicapped students or adults participating in the field trip who require special transportation or accommodations? Yes ☐ No ☒

If Yes, briefly describe the provisions which have been made and indicate the building contact person who can provide additional information. Contact: NA

Description: NA

A parental consent form must be on file.

Give a detailed explanation on page 2 of the form of the educational benefit of the trip, including the PA Academic Standards addressed.

Cost of Trip: Complete all - if not applicable, enter a zero for the dollar amount.

Total student/parent expenses, including "pocket money": 71 x \$10 = \$710.00 (dinner cost at Mario's)

Total transportation costs paid by student/parent: \$ 0

Total of student/parent expenses (add the two items above): \$ 710.00

Incidental costs (meals, admission, etc.) paid by (PTO, Club, Grant, etc.): \$ 2700.00

Itemize incidental costs: 1500.00 paid by Parade Booster 1200.00

1500.00 paid by Oktoberfest Transportation

Transportation costs paid by (PTO, Club, Grant, etc.): \$ 0

District Costs:

Transportation costs paid by WCSD: There is no school on these dates for students \$ 1200.00

Substitute teacher expenses: \$ 0

Other WCSD costs (itemize): \$ 0

(must submit invoices and/or receipts)

Total cost of field trip: \$ 4610.00

☐ Form WCSD-42A attached if this is a club, athletic, international, or overnight trip

Form WCSD-42

In Revised 10/5/05, 7/26/06, 7/29/08

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Educational Benefits

Include PA Academic Standards addressed. (Example: 9.2 - Historical and Cultural Contexts)

9.1. B - Demonstration of Music

9.1. D Styles in Exhibition

9.1 F. Historical and Cultural Exhibition

9.2. D. Historical and Cultural Perspectives

9.2. E Historical and Cultural Impact on
Works in the Arts.

9.2. K. Traditions within works of Arts.

9.4. B. Aesthetic Interpretation ~~and~~

9.4. D. Artistic Choices.

Many other standards ~~in~~ across the curriculum
are addressed. I would be happy to expound
at a board meeting. if you like.

Approvals



Principal:

Signature

Coordinator of Athletics/Co-Curricular Activities
(if an athletic trip)

Signature

Central Office Approval:
(if international and/or overnight)

Signature



Central Office Acknowledgement:

Initials

WARREN COUNTY SCHOOL DISTRICT

Field Trip Information Form and Procedure

(Required addendum for field trip requests for clubs, athletic events, international trips, or overnight trips.)

Such trips should be approved before fundraising and travel arrangements are made. Review and approval of the field trip must be obtained from the Principal and the Assistant Superintendent before any talks with students, parents, boosters, or any other outside groups begin. Athletic trips outside the scope of regularly scheduled competitions must have the recommendation of the Coordinator of District-Wide Athletics and Co-Curricular Activities.

Complete this form and attach it to the completed Field Trip Request Form WCSD-42.

The information requested in numbers 1, 2, and 3 should be sent to the Assistant Superintendent and the Coordinator of District-Wide Athletics and Co-Curricular Activities after being approved by the building principal.

1. Mode of Transportation (air, bus, train, private vehicle, etc.) – Be specific: COACH Buses
 - Telephone number of place of lodging: TBA (probably "The Auditorium")
 - Name and telephone number of contact person: D. Lyle 8147063631 in Kitchener
 - Date(s) of departure and return: Oct. 12, 2008 Waterloo
Oct 13, 2008 Ontario
2. Chaperones:
 - Number of chaperones: 12
 - Do they have clearances? yes
 - Number of District employee and community chaperones:
District employee chaperones: 4 Community chaperones: 8
3. If the field trip is an athletic trip:
 - Is this trip necessary for a successful season? NA
 - Will actual competition be involved? NA
 - How many coaches will attend? NA
 - How many students will attend? 71
 - How many substitute teachers will be needed? 0
 - How will the coach handle the students who want to go but do not have the money?
We will provide the \$10 Dinner fee
 - Is the trip a requirement of team membership? No
 - Will students be penalized if they do not go? No
 - How will serious student discipline problems be handled on site?
in a professional manner. IF I CAN NOT handle it, I will get proper advise. (over)

4. Educational Plan

- How many school days will the students be absent from their classes? 0
- What is the plan for students to make up missed instruction and assignments in each of their classes? NA
- Have field trip sponsors sought input from students' teachers regarding their absences from class? NA
- What educational activities are planned for students while on the trip (other than athletic events)? Eating Italian Dumplings good! Seeing Canadian Thanksgiving. Going to the City.
- Is the trip within a month of PSSA testing or other Warren County School District student assessments? No
- Will students miss PSSA testing or other Warren County School District student assessments while on the trip? No
- Has the building principal approved the Educational Plan? NA