

Beech Grove City Schools Field Trip Application

FIELD TRIPS DURING THE STUDENT INSTRUCTION DAY MUST BE CONSISTENT WITH AND PROMOTE THE ACHIEVEMENT OF SPECIFIC WRITTEN CURRICULUM STANDARDS OF THE CORPORATION, REPRESENT A UNIQUE EDUCATIONAL OPPORTUNITY FOR THE STUDENTS, OR FULFILL A UNIQUE COMMUNITY PRIORITY.

1. Name of building requesting field trip: Hornet Park
2. Name of individual responsible for field trip: Brooke Hamlett
3. Subject area or grade level taking field trip: Essential Skills / K-2
4. ECA or other group taking field trip: _____
5. Date of field trip: Aug 25, 2023
6. Destination of field trip: City Center Park, Greenwood, IN
7. Beginning and ending time of field trip: 10 UNTIL 1:30
8. Method of transportation requested: Activity Bus A2
9. Names of chaperones in addition to instructor:

<u>Shelby Gruner</u>	<u>Amanda Palma</u>
<u>Desiree Gunter</u>	<u>Stephanie Gentle</u>
<u>Wendy Kolb</u>	_____
<u>Mansa Bowen</u>	_____

Approved _____ Principal: Erin L Probus
 Denied _____ Date: _____

ESTIMATED COST OF CORPORATION TRANSPORTATION

Hourly Rate: \$15 per hour for day trips during the work week

\$30 per hour for weekends or after 4:00

Fuel: \$1.00 per mile fuel charge for full-size bus

\$1.00 per mile fuel charge for activity bus

**These rates are subject to change*

Personnel: # of drivers 0 X # of hours _____ X hourly rate _____ = \$ N/A B. Hamlett
Fuel: # of buses 1 X mileage 11.8 X cost per mile 1 = \$ 11.80 to drive
Total Cost: \$ 11.80 mini-bus
A2

FOR ADMINISTRATIVE OFFICE USE ONLY

Approved: _____ Date: _____
 Signature Of Transportation Director: _____

BEECH GROVE CITY SCHOOLS

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1. Name of building requesting field trip Beech Grove Middle School
2. Name of individual responsible for field trip: Kathy Keller
3. Subject area or grade level taking field trip: 7th Grade - 200 students
4. ECA or other group taking field trip: _____
5. Date of field trip: Feb. 29, 2024
6. Destination of field trip: Indiana State Museum
7. Beginning and ending time of field trip: 9am until 1:30pm
8. Method of transportation requested: School Bus
9. Names of chaperones in addition to instructor:
 - Kathy Keller
 - 15 staff members
 - 10 parent chaperones

Approved 8-16-23 Principal *[Signature]*
 Denied _____ Date _____

ESTIMATED COST OF CORPORATION TRANSPORTATION

Personnel: _____ X _____ X \$11.10* = \$ _____
of drivers # of hours per driver hourly rate

Fuel: _____ X _____ X (see below*) = \$ _____
of buses round trip mileage cost per mile of fuel

TOTAL COST \$ _____

\$0.90 per mile fuel charge for full-size bus. \$0.40 per mile fuel charge for activity bus.
 *These rates are subject to change.

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Approved this _____ day of _____, _____.

Assistant Superintendent/Designee

BEECH GROVE CITY SCHOOLS

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- Name of building requesting field trip: Beech Grove Middle School
- Name of individual responsible for field trip: Kathy Keller
- Subject area or grade level taking field trip: 7th Grade - 200 students
- ECA or other group taking field trip: _____
- Date of field trip: Feb. 23, 2024
- Destination of field trip: Indiana State Museum
- Beginning and ending time of field trip: 9am until 1:30pm
- Method of transportation requested: School Bus
- Names of chaperones in addition to instructor:
Kathy Keller
15 staff members
10 parent chaperones

Approved _____
Denied _____

Principal *[Signature]*
Date 8-20-23

ESTIMATED COST OF CORPORATION TRANSPORTATION

Personnel: _____ X _____ X $\frac{\$11.10^*}{\text{hourly rate}}$ = \$ _____
 # of drivers # of hours per driver

Fuel: _____ X _____ X (see below*) = \$ _____
 # of buses round trip mileage cost per mile of fuel

TOTAL COST \$ _____

\$0.90 per mile fuel charge for full-size bus. \$0.40 per mile fuel charge for activity bus.
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Approved this _____ day of _____, _____.

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1. Name of building requesting field trip: Beech Grove Middle School
2. Name of individual responsible for field trip: Kathy Keller
3. Subject area or grade level taking field trip: 8th Grade Students - 200 students
4. ECA or other group taking field trip: _____
5. Date of field trip: October 27, 2023
6. Destination of field trip: Conner Prairie
7. Beginning and ending time of field trip: 9am until 1:30pm
8. Method of transportation requested: School Bus
9. Names of chaperones in addition to instructor:
Kathy Keller
15 8th Grade Teachers, counselors, admin.
10 Parent Chaperones

Approved Principal [Signature]
Denied _____ Date 8-22-23

ESTIMATED COST OF CORPORATION TRANSPORTATION

Personnel: _____ X _____ X $\frac{\$11.10^*}{\text{hourly rate}}$ = \$ _____
of drivers # of hours per driver

Fuel: _____ X _____ X (see below*) = \$ _____
of buses round trip mileage cost per mile of fuel

TOTAL COST \$ _____

\$0.90 per mile fuel charge for full-size bus. \$0.40 per mile fuel charge for activity bus.
*These rates are subject to change.

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Approved this _____ day of _____, _____.

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- Name of building requesting field trip: Beech Grove Middle School
- Name of individual responsible for field trip: Kathy Keller
- Subject area or grade level taking field trip: 7th Grade - 190 students, 20 chaperones
- ECA or other group taking field trip: _____
- Date of field trip: December 7, 2023
- Destination of field trip: Indianapolis Reperatory Theater
- Beginning and ending time of field trip: 9am until 1:30pm
- Method of transportation requested: Bus
- Names of chaperones in addition to instructor:
Gabe Thayer, Chad Mann Bryan Keeley
Stephanie Harris, Shelby Wright other chaperones TBD
Logan Davis, John Spafford _____
Erin Nagel, Steve Morgan _____

Approved Principal [Signature]
Denied _____ Date 8-22-23

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Personnel: _____ X _____ X \$11.10* = \$ _____
 # of drivers # of hours per driver hourly rate

Fuel: _____ X _____ X (see below*) = \$ _____
 # of buses round trip mileage cost per mile of fuel

TOTAL COST \$ _____

\$0.90 per mile fuel charge for full-size bus. \$0.40 per mile fuel charge for activity bus.
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Approved this _____ day of _____, _____.

Assistant Superintendent/Designee
Revised August 2013