NEW ALBANY-FLOYD COUNTY CONSOLIDATED SCHOOL CORPORATION
REQUEST FOR SPECIAL TOUR (FIELD TRIP) OR CONVOCATION FORM

SCHOOL YEAR 2016 - 2017 ST-FORM 63098

School Prosser CEC Teacher V. Prince

Date Submitted to Principal 2-23-17 ***Form must be submitted to the principal in a timely manner to allow for principal/superintendent or Board approval***

Will this trip/convocation require students to be taken out of classes of other teachers? YES

Name of Destination *(Be specific)* Indianapolis, IN Date of trip/convocation Apr. 21+22

City & State " State Fairgrounds Number of chaperones involved 12

Time of departure 8:30 am Time of return 7:00 pm Overnight? ☒ Yes ☐ No

Has this trip been taken before? YES When? LAST SPRING

Number of students involved 98 Mode of transportation school bus / activity bus

Grade level(s) and/or subject 11/12 - mixed Programs Cost to student Ø

How will this trip be funded? Skills USA Fundraiser + Prosser funds

An educationally related activity is a non-classroom activity, such as a field trip or convocation, that meets all of the following:

- Is consistent with and promotes the educational philosophy and goals of the school corporation and the state board of education.
- Facilitates the attainment of specific educational objectives.
- Is a part of the goals and objectives of an approved course or curriculum.
- Represents a unique educational opportunity.
- Has been approved in writing by the local superintendent or the superintendent's designee.
- Cannot reasonably occur without interrupting the school day.

Each school corporation shall maintain a record of educationally related activities. The record is open to public inspection and must contain a description of the activity and a statement of the educational objective of the activity. Such files must be carefully maintained and may be reviewed with the performance based accreditation program.

Describe how this field trip or convocation supports the Indiana Academic standards in your grade level and subject area or how it addresses your students' educational, career or learning plans.

Students demonstrate skills from their program area in a Competition setting.

Explain how this activity is a unique or relevant learning opportunity that may not otherwise be provided to your students.

Students compete against students in their program area from other career centers across the State + are evaluated by qualified judges

Cathy Wheeler Date 2-23-17

Principal's signature denotes approval of use of instructional time for this activity

Date 2-24-17

Approval of the Director of Elementary/Middle/High Schools

Date of School Board approval on overnight trips as defined by policy Date

Revised 11-10-16