

FEB 28 2011

## Field Trip Authorization Form

Name of Group/Team: CEHS World Affairs Council

Faculty/Staff member Making Request: Gretchen McNulty

Date(s) of Proposed Trip: March 31-April 3

# of School Days: 1 # Nights Away: 3

Destination: Chapel Hill, NC

Distance (one-way): 750 miles +/-

Purpose/Benefit of Trip: University of North Carolina - Chapel Hill / Model United Nations Conference

Transportation Arrangements: Air Transport from Portland Jetport to Raleigh Durham (Delta) and Shuttle from there to University

# Students: 21 # Chaperones: 2  
Parents/Other: Kevin McNulty

School Staff: Gretchen McNulty

Arrangements for Mixed Gender Supervision: yes

Cost Per Student: \$325.00

Description of any Fundraising: International Trivia Competition Table Sales, Spanish Night at the Local Buzz, Golf Ball Bonanza

Do all members of the group/team have an opportunity to participate?  Yes  No

If "no," describe circumstances:

### For overnight trips

All parent/other chaperones have attended volunteer training:  Yes  No

Date and time of pre-trip chaperone meeting: Tuesday, March 29<sup>th</sup>, 7:15 a.m.

### For out-of-country trips

Travel and cancellation insurance arrangements (attach copy of contract with insurance and cancellation provisions highlighted): n/a

### Approvals:

Principal or Athletic Administrator \_\_\_\_\_

Superintendent \_\_\_\_\_

School Board \_\_\_\_\_

Date Feb. 24, 2011

Date 2/28/11

Date \_\_\_\_\_

Authorization Authority: Principal/AA: in-state day trips; Superintendent: out-of-state trips w/n 125 miles, in-state trips requiring one-night stay; School Board: out-of-state trips beyond 125 miles, trips requiring 2 or more overnights; trips costing \$500 or more per student