

Field Trip Permission Form

FEB 15 2012

Name of Group/Team: AP Government class

Faculty/Staff member Making Request: Ted Jordan

Date(s) of Proposed Trip: 3/22 - 3/25 # of School Days: 2 # Nights Away: 3

Destination: Washington, DC Distance (one-way): 700 miles

Purpose/Benefit of Trip: to learn about how the US Government works. We will meet with our Congresswoman, 2 US Senator, tour the West Wing with a CEHS alum who works there, tour the US Supreme Court, meet with a member of the national media.

Transportation Arrangements: US Air

Students: 18 # Chaperones: 2 School Staff: 2 Parents/Other: 0

Arrangements for Mixed Gender Supervision: Mr Henninger and I will serve as chaperones

Cost Per Student: \$550

Description of any Fundraising: N/A

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: March 15th 2:30 PM

For out-of-country trips

Travel and cancellation insurance arrangements (attach copy of contract with insurance and cancellation

Approvals:	
Principal or Athletic Administrator _____	Date <u>Feb 16, 2012</u>
Superintendent <u>Meredith Hedden</u> _____	Date <u>2/22/12</u>
School Board _____	Date _____
<i>Authorization Authority:</i> 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	

provisions highlighted):

Proposed A.P. Government Trip to Washington, D.C.

Dates: March 21-24 (leaving evening of March 21, returning evening of March 24)

missed school days: 2 (March 22 & 23)

Number of students: 17

Chaperones: Ted Jordan, Ellen Jordan, Troy Henninger

Hotel: State Plaza, Washington, D.C.

Transportation: Plane trip, most likely Portland to Washington

Cost: roughly \$500