

BIG WALNUT

LOCAL SCHOOL DISTRICT

REQUEST FOR EXTENDED FIELD TRIP

The Board of Education recognizes that properly planned extended field trips provide students with valuable learning experiences beyond that which can be experienced inside the school walls. Extended (overnight) field trips while school is in session are not normally approved. The Board will consider special requests for such trips when they are necessary for a curriculum or curriculum purpose, well planned and satisfactorily financed.

Class/Students Who Will Participate: 8th Grade Class Trip

Dates of Trip: 5/19/25 thru 5/22/25 Is this mandatory or voluntary for students: voluntary

Number of school days missed: 4

Please describe the nature of the trip (destination, activities planned, educational objectives intended to be addressed, work expected of the students and follow-up upon return): Washington D.C. This trip has been planned to enrich

our student educational experience and add to their appreciation of our country, history
and government and is directly connected to the course content from 8th social studies.

Are you seeking educational option (independent study) credit to be offered to students: _____

no

Funding Source: Parent Payments + PTO fundraising

How will you assure that no student will be prevented from participating solely because of an inability to pay:

Students with financial difficulties may request additional support through our
PTO and submit for scholarship money based on need.

How will information about the trip be communicated and permission be obtained from the parents:

There are multiple parent meetings to inform parents and obtain permission
for student participation. Payments deadlines are communicated on our website

Who (and how many) will be chaperoning the trip: BWMS typically has between 18-20 staff

chaperones attend this trip with payments according to the staff contract

Please explain why this trip must be taken during school time: _____

Because of the large amount of student involvement and the direct tie to the curriculum
students obtain the maximum benefit during the school year

How are transportation costs being covered: Parent payments to Prodigy Student Travel

Name and signature of individual(s) submitting proposal: Kelly Robinson

Building Administrator's signature supporting proposal: [Signature]

Transportation Supervisor's signature supporting proposal (if required): [Signature]

Date: 8-23-24

THIS REQUEST MUST BE SUBMITTED AND REVIEWED BY THE BOARD OF EDUCATION PRIOR TO STUDENTS OR THE STAFF MEMBER MAKING A FINANCIAL COMMITMENT.