

REQUEST FORM FOR OVERNIGHT OR OUT-OF-STATE FIELD TRIPS

This form must be completed by the trip supervisor and returned to the appropriate school administrator at least four weeks in advance of the trip. *NOTE: The Superintendent has the authority to approve trips that occur before the next scheduled School Board meeting.*

All applicable items must be completed before submitting to the appropriate school administrator.

West Lafayette Junior-Senior High School
 Cumberland Elementary
 Happy Hollow Elementary

Destination NYC
Destination _____
Destination _____

Date of Request Dec. 31, 2021 Beginning and Ending Dates of Trip May 31 – June 3, 2022

Signature of Supervising Staff Member Carol Letcher Organization HS Music Department

Administrators' approval [Signature] Date 1/3/22

TRIP INFORMATION

Destination of Trip (be specific) New York City, NY

Trip will be (Circle one or both) Overnight Out-of-State

Reason for Trip Performance opportunities, attending professional musicals, team building

Number of instructional minutes lost zero

Describe the specific educational goal(s) or state standards that this activity will help students attain.

We will have a band, orchestra and choir performing in New York City, each made up of students from more than one class. These performances meet all the goals and state standards that our normal performances do, with the added advantage of being in a completely different acoustic environment and audience. We will also be attending two professional Broadway musicals, with all the goals and standards that pertain to attending live musical performances being met.

Describe how this activity will help attain school improvement goals.

The object of combining students from band, orchestra and choir is to help develop cross-department relationships, which carry over to the school as a whole. We will have 136 of our 9th thru 12 grade students with us, a significant percentage of the student body population.

Describe why this activity cannot occur without interrupting the instructional day.

N/A

For overnight trips: Describe why this activity cannot occur without an overnight stay.

Distance

Method of Transportation: Mini bus(es) _____ Driver(s) _____
City/Yellow bus _____ Driver _____
Charter X Charter company _____