

Field Trip Application

1: Trip Request: a. School: Franklin High School b. Group taking trip: Student Government
 c. Organizer/Teacher/Advisor: R. Freedman Phone# (w) 732-302-4200 x 4554
 d. Teacher's Signature R Freedman

2: Destination/ Itinerary a. Name The College of NJ b. contact person: Wendy Sitzler-NJASC
 c. Phone: (609)-367-4176 d. address: 2000 Pennington Rd, Ewing, NJ 08618
 e. Itinerary (Purpose, activities, special requirements, provision for late return, etc)
Leadership Training Conference 2014- Build Leadership Skills- Located at TCNJ

3: Duration of Trip
 a. Type of Trip School Day Trip Extended Day Trip Overnight trip—if so, number of days 4
 b. Departure from School: Date 7/13/14 Time: 10am
 c. Arrival time from destination to school: Date 7/16/14 Time 1:30pm

4. Attendees a. # of teachers 2 (list names): Robert Freedman, Stephen Foster
On Advisor Day

b. # of Chaperones (not staff): - c. # of students 4 d. # of others -
 Explain - e. Total number of attendees 4

5. Transportation a. Method of travel --- b. Bus requirements (if necessary): # of school buses (54 psg.) -
 # of coaches (49 psg.) - # of school vans (20 psgs.) - wheelchair accommodations? -

6. Expenses

a. Est bus costs: #HR's <u>0</u> x # of buses <u>0</u> x \$ per bus hr <u>0</u> = Total	\$0
b. Other transportation costs <u>Transportation Provided</u>	\$0
c. Cost of Admission Fees <u>11-401-100-800-16-0332 Ext-15915</u>	\$ 1,680.
d. Meals.....	\$0
e. Lodgings.....	\$0
f. Other expenses.....	\$0
g. TOTAL (a-f).....	\$ 1680

h Transportation Account # to be charged # -----

7. How will total cost (6-g) be paid?
 From Previous PO \$ 144
 Amount paid: by school district..... \$ 0
 by students..... \$ 1536
 * by other means Account Above \$1536

* (Explain: * -----)

(i.e. PTO, etc.)

TOTAL (should = 6-g) \$ 1680

AUTHORIZATIONS: Principal's Signature [Signature] Approved/Not approved Date: 3-24-14
 Director/Supervisor's Signature: [Signature] Approved/Not approved Date: 3-17-14
 Superintendent's Signature: [Signature] Approved/Not approved Date: 4/8/14

* Trips over 150 miles, involving air travel, or an overnight stay also require approval by the Board of Education in advance.
 Board Secretary's Signature: [Signature] Board Approved/Not approved Date: -----

FRANKLIN TOWNSHIP PUBLIC SCHOOLS

FIELD TRIP RATIONALE

School: Franklin High School Teacher/Advisor: Freedman

Organization/Class/Club: Student Government

Please be advised that approval for this request will be predicated on the information provided.

Please complete the following information:

Reason for Trip: Competition Exhibition Conference

Rationale: Students will participate in: Leadership Training Conference 2014

Annual Leadership Training Conference

These conferences are-

Leadership Training Conference 2014-
July 13-16
The College of NJ in Ewing NJ

of district staff who will be accompanying trip: 2

of chaperones requested: -

of students: 4

X Copy of permission slip attached

This form must be attached to every Field Trip Application with the copy of the permission slip attached.