

**STUDENT FIELD TRIPS AND EXCURSIONS**  
(School-Related Student Trip Request Form)

This form is to be submitted at least two weeks prior to trip.

School: Raytown High School  
Faculty Member(s) Sponsoring: Alex Kolster

**Type of Trip (check one)**

- Classroom Field/Trip  
 Class (i.e., Junior, Senior Trip) specify: \_\_\_\_\_  
 Organization/club Trip, specify: RHS Choir  
 Other (Athletic, Band, If Applicable): \_\_\_\_\_  
 Out of State  In Town  Out of Town  Overnight  
If Overnight Give Name, Address and Phone of Lodging: 1-212-221-1188  
220 West 41st St. New York, NY 10036-7203

**Destination**

Destination: New York City  
Address: New York, New York, USA Phone: N/A  
Date(s) of Trip: March 28-31, 2022 Departure Time: TBD Return Time: TBD  
Purpose/Educational Value: Performance Opportunity

**Funding/Billing**

(No student shall be denied the trip because of an inability to pay.)

Source of Funding for Trip: Students/Parents pay for trip  
Bill trip expenses to:  Sponsoring organization  School district  
 Board  Other: Students/Parents

**Mode of Transportation**

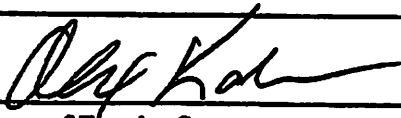
- Is district transportation needed?  Yes  No (If yes, attach completed form EEA-AF1)  
 Certificated common carrier (please see procedure EEA-AP for further information):  
specify Bus to and from KLI and attach completed form EEA-AF1.  
 Private vehicle, if allowed by policy: specify driver(s): \_\_\_\_\_  
\_\_\_\_\_ and attach completed form EEA-AF2.

**Individuals Attending**

Number of students: 45 Faculty sponsors: 3  
Other chaperones: 5 Total # of participants: 53 (approximate)

**FILE: IICA-AF2**  
**Basic**

Supervision (list names of adults accompanying students on trip) TBD - will know  
in September

  
Signature of Faculty Sponsor Date 6/2/21

**For Office Use Only**

Trip Has Been:  Approved  Denied

If denied, reason: \_\_\_\_\_

  
Signature of Principal/Designee Date 6/3/21

  
Signature of Superintendent/Designee Date 6/14/21

**For overnight and/or out-of-state trips, approval of the superintendent and/or Board may be required.**

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**Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.**

Implemented:

Revised:

Raytown C-2 School District, Raytown, Missouri