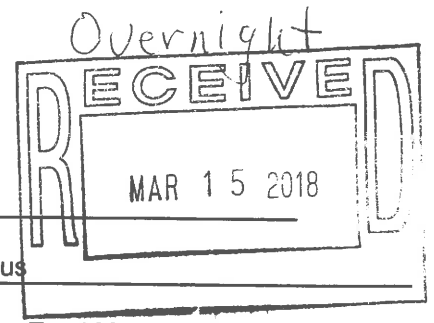


WELLSBORO AREA SCHOOL DISTRICT
Field Trip Transportation Request Form



- 1. Teacher: Dan Sensenig School: WAHS
- 2. No. of Students: 1 Adults: 1 Class or Organization: Chorus
- 3. Date of Trip: 4/18-21/18 Destination: Lancaster, PA Total Miles: approx. 400
- 4. Estimated departure time: noon From: WAHS
- 5. Estimated return time (arrival in the district): 9pm
- 6. Meal Plans (if applicable): will need to feed the student & myself on the way down, all other student meals covered
- 7. Is school bus transportation required? Yes No How many? _____
- 8. Will a coach bus be required? Yes No How many? _____
- 9. Are private cars to be used? Yes No If yes, how many cars will be used? 1
Who are the drivers? Dan Sensenig
- Are all of the cars to be used covered by at least \$50,000 - \$100,000 (preferably \$100,000 - \$300,000) of insurance, and do you have proof? Yes No
- 10. The district is requested to pay \$ 390 out of the total cost of \$ 390 student cost
Account Code Number 10-1110-581-000-30-800-000
- 11. If the district is not expected to pay all of the costs, what other funds are going to be used?
Account Code, if appropriate: _____
- Notes: _____
- 12. For overnight field trips, a list of Students and Chaperones is attached.
- 13. A brief itinerary/description of trip is attached.
- 14. Signature of Teacher: [Signature] Date Submitted: 3/8/18
- 15. Principal's Approval: [Signature] Date: _____
- 16. Superintendent's Approval: Dr. Brenda M Freeman Date: 3-19-18
- 17. Received by Transportation Coord.: _____ Date: _____
- 18. Estimated Cost: _____ Bus Contractor: _____

- Distribution:
- Original - Superintendent/Transportation Coordinator
 - Copy 2 - Building Secretary
 - Copy 1 - Business Office (SS, FS, AA)
 - Copy 3 - Faculty Member

Attachment X-3A-1

PMEA All-State Chorus Field Trip/Conference Attachment

Personnel Involved:

Student – Maggie Brennan – Alto 1

Adults – Mr. Dan Sensenig, HS Music Teacher/PMEA Sponsor

Itemized Costs:

Quantity	Description	Individual Cost	Total
1	Student registration fee including hotel housing, meal at the festival, music, etc.	\$375	\$375.00
1	Director's In-service Conference registration fee	\$180	\$180.00
1	Personal vehicle transportation approx. 400 miles for duration of the trip at \$0.54 per mile (estimated cost) *using the school van for one student and dealing with it in downtown Lancaster makes me uncomfortable. I would rather use my own vehicle.	\$216.00	\$216.00 ✓
1	Director hotel housing (estimate) 3 nights	\$529.47	\$529.47 ✓
1	Director meals while there and feeding the students on the way (estimate)		\$155.00
<i>estimated</i> →			TOTAL \$1,455.47

Justification:

PMEA All-State Chorus is the third and final round for vocal students in the PMEA Festival system. Top level Collegiate/Military/Professional conductors are brought in to work with the students on even more challenging music. The students learn a variety of new techniques that are then brought back and shared with the rest of our ensembles. These are wonderful and enriching opportunities for our students. I can also receive Act 48 hours through rehearsal observations and clinic attendance. The in-service sessions, performances, and conference have always provided me with very valuable skills and tools that I then incorporate into my daily instruction. New and fresh pieces and techniques are explored, which enhance the musical instruction I provide. Information from the host is attached as well.