

PMEA District Band
February

WELLSBORO AREA SCHOOL DISTRICT
Field Trip Transportation Request Form

Overnight

1. Teacher: Dan Sensenig School: WAHS
2. No. of Students: 2+ Adults: 1 Class or Organization: WAHS Band
3. Date of Trip: 2/13-15/20 Destination: Danville HS Total Miles: SEP 18 2019
4. Estimated departure time: noon From: HS Commons
5. Estimated return time (arrival in the district): students return w/ parents
6. Meal Plans (if applicable): see attached
7. Is school bus transportation required? ☐ Yes ☒ No How many? _____
8. Will a coach bus be required? ☐ Yes ☒ No How many? _____
will use school van or my vehicle
9. Are private cars to be used? ☐ Yes ☒ No If yes, how many cars will be used? _____
- Who are the drivers? _____
- 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 \$ 515.20 out of the total cost of \$ 515.20 estimated
Account Code Number 10-1110-513-000-30-800-000
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.
will provide list upon completion of successful auditions
13. ☒ A brief itinerary/description of trip is attached. all costs are estimates based off of last years costs.
14. Signature of Teacher: D. Sensenig Date Submitted: 9/17/19
15. Principal's Approval: [Signature] Date: 9-17-19
16. Superintendent's Approval: [Signature] Date: 9-18-19
17. Received by Transportation Coord.: _____ Date: _____
18. Estimated Cost: _____ Bus Contractor: _____

Distribution:

- ☐ Original - Superintendent/Transportation Coordinator
☐ Copy 1 - Business Office (SS, FS, AA)

- ☐ Copy 2 - Building Secretary
☐ Copy 3 - Faculty Member

District BAND Field Trip Attachment

School Year 2019/2020

Personnel Involved:

STUDENT(S)	
Name	Description
I will supply names after Pre-Auditions	
TEACHER	
Mr. Dan Sensenig	HS Music Teacher/PMEA Sponsor

Itemized Costs: estimates based off of 2018/19 school year

Quantity	Description	Individual Cost	Total
1+	Student registration fee including hotel housing, meal at the festival, music, etc.	\$125	\$125
1	School van approx. 130 miles for duration of the trip at \$0.54 per mile (estimated cost)	x	\$70.20
1	Director hotel housing (estimate) 2 nights	x	\$220.00
1	Director meals while there and feeding the students on the way (estimate)		\$100.00
TOTAL			\$515.20

Justification:

PMEA District 8 Band is the first round of 3 for instrumental students in the PMEA Festival system. Collegiate level conductors are brought in to work with the students on more challenging music than they would typically find in their home schools. 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. Information from the host is attached as well.

