

**GOODHUE COUNTY EDUCATION DISTRICT #6051  
EXTENDED/INSTRUCTIONAL/SUPPLEMENTARY FIELD TRIP PROPOSAL  
MUST BE SUBMITTED ONE (1) WEEK PRIOR TO FIELD TRIP**

Teacher(s) Submitting Proposal \_\_\_\_\_ Date Submitted \_\_\_\_\_  
 OBJECTIVE/PURPOSE OF THE FIELD TRIP \_\_\_\_\_

Consideration has been given to the financial ability for all students to participate in this field trip  Yes  No

1. Classification According to Policy 610: EXTENDED  INSTRUCTIONAL  SUPPLEMENTAL

2. Dates of Proposed Field Trip: \_\_\_\_\_

3. Destination: \_\_\_\_\_

4. Number of Students Participating: \_\_\_\_\_ Parent Permission Slips Required:  Yes  No

5. Number of Supervisors Needed (Minimum 1 Adult/ \_\_\_\_\_ Students): Staff Certified \_\_\_\_\_

6. Will Students be Graded on the Field Trip:  Yes  No

7. Type of Transportation Needed:  Bus  Van  Other

8. Cost, including food, to make this trip: Room \$\_\_\_\_\_/per student Room \$\_\_\_\_\_  
 Food \$\_\_\_\_\_/per student Food \$\_\_\_\_\_  
 Transportation \$\_\_\_\_\_  
 Total Other \$\_\_\_\_\_  
 Total

**Grand Total \$** \_\_\_\_\_

9. Funds Provided By:

- A. Fundraising per Student..... \$ \_\_\_\_\_
- B. Funds Provided by District per Student ..... \$ \_\_\_\_\_
- C. Funds Out of Students' Pocket ..... \$ \_\_\_\_\_
- D. Funds Provided by Boosters/Grants ..... \$ \_\_\_\_\_

10. If Overnight Trip, has the Rules/Regulations Form for Overnight Trips been turned in to the Activities Director or Director?  
 Yes  No

**(Chaperones on all overnight trips must have appropriate background checks.)  
 (Contact the district office at 651-388-4441.)**

APPROVAL/DISAPPROVAL (by initials)

ASSISTANT DIRECTOR: Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

DIRECTOR: Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Date \_\_\_\_\_

(Extended Field Trips Only) Comments \_\_\_\_\_

SCHOOL BOARD ACTION: Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Date \_\_\_\_\_

(Extended Field Trips Only) Comments \_\_\_\_\_

Copies to: District Office / Assistant Director / Staff Applicant