

Exhibit - Overnight Trip Request Form

This form is to be submitted to the Board of Education for prior approval of all trips by students that involve overnight stays, out-of-state destinations, and/or a distance of 200 or more miles from school.

School(s): Normal West High School

Student(s)/Grade(s)/Group(s) Participating: Student Council Board Members (10-12th grades)

Dates of Trip (inclusive): May 7 - May 9, 2020 No. of School Days Missed: One

Destination(s): Springfield, IL

Reason for Trip: IASC State Convention (Illinois Association of Student Councils)

Educational Club Athletic Contests Special Education Team Other

Name(s) of Supervisor(s): Lisa Nichols, Student Council Sponsor

Mode of Transportation: Small school bus provided by Unit 5 – Lisa Nichols as driver

Participant Costs: \$150/per student Paid by: Student Council

District Cost: transportation

Other Pertinent Information: Students attending will be leaders in our Student Council for the 20-21 school year and this conference will help build their leadership skills as well as spark idea to improve Normal West.

Signature of Principal: 

Date: March 11, 2020

Board of Education Approval Yes No

Date: [Click here to enter text.](#)

Adopted: April 24, 2013

Reviewed:

Amended: Page 1 of 1