

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA  
1960 LANDINGS BOULEVARD, SARASOTA, FL 34231  
PHONE (941) 927-9000

**FIELD TRIP AUTHORIZATION**

**Instructions:** In-county field trips/school bus requisitions require principal approval only. All other field trips/school bus requisitions require principal and executive director approval. In addition, any trip involving students' out-of-state/country travel also requires School Board approval and should include release forms, insurance coverage, and other data supplied by the company assisting with the arrangements. Provide the information requested below and submit this completed form with appropriate attachments for approval adhering to the advance notification time prior to departure date noted after field trip below. Refer to School Board Policy 4.43.

Check One  In-county  Out-of-county (4 wks)  Out-of-state (8 wks)  Out-of-country (12 wks)

School Venice Middle School Destination London, England, Normandy France, Paris, France

Purpose 75th Anniversary of D-Day Events

Departing from Venice Middle School Date June 3, 2019 Time 1:00 AM/PM

Returning from Paris, France Date June 12, 2019 Time 1:00 AM/PM

Grade/Class/Sport Venice Middle Young Marines

Person-in-charge Major Michael Dubrule & Susan Maas-Lyon Phone 941-780-1489 (Susan)

Method of transportation  School bus (Attach School Bus Trip Requisition [011-85-TRN])  Charter bus  
 Airline  Other (Explain) Ferry across English Cannel

NOTE If other than a Sarasota County school bus is being used, attach certificate of insurance from carrier or Statement of Insurance on Private Vehicles form (065-96-FIN). See School Board Policy 8.36.

Meal arrangements included in itinerary: Breakfast and Dinner daily

Lodging arrangements included itinerary. 10 nights hotel accommodations

Number of female students 25 Number of male students 35 Total 60

Number of female chaperones 8 Number of male chaperones 8 Total 16

Names of chaperones Michael Dubrule, Susan Maas-Lyon, Kurt Schaefer, Jennifer Margos, Lindsay Quigley, Elizabeth Walter, Julie Latchford, Level 2 Approved Parent Chaperones

Cost per student \$ 3,500 Contact person if financial assistance is needed Susan Maas-Lyon

It is understood that permission slips and Emergency Medical/Treatment Consent For Field Trips And/Or Other After School Activities (063-96-DIS) forms will be obtained from parents prior to the field trip.

Funding Source  Individual  Fundraiser  PTO/PTA  Internal funds  
 Other (Explain) \_\_\_\_\_

Verification of student medical insurance was completed for out-of-county/overnight travel?  Yes  No

Principal Name (Print) Tony DiVerano  Approved  Denied

Principal Signature Tony DiVerano Date 12/4/18

Executive Director Name (Print) Steve Ganties  Approved  Denied

Executive Director Signature Steve Ganties Date 12/5/18

Out-of-state/country field trip was School Board approved on (Board meeting date) \_\_\_\_\_

## FIELD TRIP AUTHORIZATION

**Instructions:** Provide the following information for all field trips.

1. Explain the direct instructional connection with instructional program. Include any potential risks or hazards (e.g. water activity).

VMYM will participate in the 75th Anniversary D-Day events.

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2. Describe how students are being selected to participate with assurances of equal access for all students, regardless of economic level.

6th & 7th graders enrolled in the Venice Middle Young Marines for the 2017-18 school year are eligible to participate in the Mission Normandy 2019 trip. Young Marines will provide financial support to families requesting assistance with funds collected through various fundraising activities.

Tour company provides financial assistance on a sliding scale and fundraising platforms for families to access and solicit donations.

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3. Describe how students will be supervised once they arrive.

Students will be organized by chaperone groups with a 4:1 ratio. Groups will travel by bus groups (40-50 ppl) with the tour director providing various historical and cultural guided tours. Staff and chaperones will provide close supervision to ensure the safety of all students.

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4. Should an emergency arise, how will communication and transportation be handled?

Staff will utilize the assistance and support provided by the tour company. Families will be notified using cellphones.

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**FIELD TRIP PERMISSION**

**Instructions:** Complete and return this form to the school. It must be returned to the school before student will be allowed to participate in this activity. The Emergency Medical/Treatment Consent for Field Trips and/or Other After School Activities form must also be on file at the school before your student will be allowed to participate in this activity. A copy of that form shall accompany this sheet with the classroom teacher/coach or interscholastic activity sponsor. A detailed itinerary is attached if the field trip extends beyond the school day.

School Venice Middle Date December 3, 2018

Tommy DiVerio  
Principal Name (Print)

Tommy DiVerio  
Principal Signature

**FIELD TRIP INFORMATION**

Purpose Participate in 75th Anniversary D-Day Events

Destination London, England, Normandy, France, Paris, France

Time/Date of departure 1 PM, June 3, 2019

Time/Date of return 1 PM, June 12, 2019

Leaving from Venice Middle School Busloop Returning to Venice Middle School Busloop

Means of transportation charter bus, commercial airline, ferry

Meal arrangements provided within tour company agreement

Cost to students \$3,520

If financial assistance is needed, contact Susan Maas-Lyon

**FIELD TRIP PERMISSION**

I, \_\_\_\_\_, give my permission  
Parent/Guardian Name (Print)

for \_\_\_\_\_, to participate in the field trip  
Student Name (Print) DOB

to 75th Anniversary of D-Day (destination) on June 3-12, 2019 (date).

The phone number where I can be reached during this field trip is \_\_\_\_\_

I realize that any activity that takes place away from the controlled environment of the school setting may present a higher risk of injury to my child. I also understand that this activity may be cancelled due to changing state, national, or international conditions. I assume responsibility for any personal financial loss related to such a cancellation. In consideration for permitting my child to participate in this field trip, I release The School Board of Sarasota County, Florida, its employees, and agents from all claims, judgments, costs, or other expenses, including attorneys' fees, resulting in any way from participation in the field trip described above.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_