

Field Trip Authorization Form

Used for any field trip that will require **students to travel over 100 miles one way** and/or remain away from home overnight must be submitted to the Superintendent for approval prior to arrangements being made by the staff member involved. (Per Policy IICA)

Teacher/Advisor Name: Dan Fernandez School: Sanford Pride Elem

Class or Activity: trip to Berlin City Auto Group

Purpose of Trip: to receive a grant Mr. Fernandez applied for;
the funds will be used for a field trip for all 4th grade

Attach additional supporting documentation: Ex. - Programs, Student Lists, Accommodations

Grade Level(s): grade 4 No. of Students on trip: 3 students

Date(s) of Trip: Jan 25, 2023

Destination(s): Berlin City Auto Group, South Portland

Method of Transportation: Private vehicle

Number of Chaperones including teacher/advisor: two

Will students be away from home overnight? Yes No

If Yes, explain accommodations: _____

Funding Source: none

Has this field trip occurred in previous years? Yes No

Kristin Daley
Signature of Teacher/Advisor

Jan 20, 2023
Date of Submission

Juan S. Loman
Approval and Signature of Building Administrator

Jan 24, 2023
Date of Approval

RECEIVED
JAN 24 2023
SANFORDSCHOOLDEPT

Submit to Superintendent two weeks prior to requested trip date	
<u>Matt Nelson</u>	<u>1/23/23</u>
Approval and Signature of Superintendent	Date of Approval
School Committee Notified Date: <u>1/25/23</u>	<input type="checkbox"/> Notified Teacher/Advisor: Date: _____

For Roadside Assistance: 800-531-8555

Report a claim, get coverage and deductible information, request a tow from the accident scene, schedule an appraisal or reserve a rental car using:

- usaa.com,
- USAA's Mobile App, or
- By calling **210-531-USAA (8722)**, our mobile phone shortcut number #8722 or 800-531-USAA.

Automobile Insurance Identification Card

This identification card is evidence of liability insurance for your vehicle. The card is valid only as long as liability insurance remains in force.

You may be required to produce your identification card at vehicle registration or inspection, when applying for a driver's license, following an accident or upon a law enforcement officer's request.

Keep a copy of the ID card in your vehicle at all times.

For your convenience, additional copies are available on usaa.com.

FME1 Rev. 6-13

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9800 Fredericksburg Road
San Antonio, Texas 78288

MAINE MOTOR VEHICLE INSURANCE IDENTIFICATION CARD

The coverage provided by this policy meets the minimum liability limits prescribed by Maine law.

Name
TERENCE B DALY
KRISTIN MARIE DALY

Policy Number 00384 74 13U 7105 6

Effective Date 12/24/22

Expiration Date 06/24/23

Vehicle Description

Year Make/Model
2022 SUBARU

Vehicle Identification Number
4S4WMARD1N3418790

THIS CARD SHOULD BE KEPT IN THE INSURED VEHICLE AND PRESENTED
ON THE DEMAND OF A LAW ENFORCEMENT OFFICER.

CONTACT US: 210-531-USAA(8722)

OR 800-531-USAA

UNITED SERVICES AUTOMOBILE ASSN
25941

Additional copies available at usaa.com

January 23, 2023

Dear Parent/Guardian of: _____

Our 4th Grade team at Sanford Pride Elementary School was awarded a grant by the **Berlin City Auto Group Drive for Education** program in the amount of **\$2000.00**. This money is going towards helping cover transportation costs for a field trip we are currently in the process of planning for. Your child has been chosen to represent the 4th Grade at the grant presentation. **Lunch will be provided (pizza and drinks)**. This grant presentation event will be happening on **Wednesday January 25th, 2023**. The timeline for this trip is as follows:

Leaving Sanford Pride Elementary: _____ **9:15am-9:30am** _____

Arrival at Berlin City Honda (Site of presentation): _____ **10:10am** _____

Leaving Berlin City Honda: _____ **12:00pm** _____

Arrival back at Sanford Pride Elementary: _____ **1:00pm** _____

By signing below, I give my child permission to travel from school property to this activity by private transportation as a passenger in a private vehicle belonging to a staff member

I _____, hereby give permission to _____ to
transport my child, _____ to/from the event mentioned above at

Berlin City Honda (South Portland, Maine) on Wednesday January 25th, 2023.

Signature of Parent/Guardian: _____ Date: _____

Cheryl Drisko

From: Susan Inman
Sent: Tuesday, January 24, 2023 10:09 AM
To: Matt Nelson
Cc: Cheryl Drisko
Subject: field trip form and info
Attachments: Jan 23 - f.trip Pride .pdf; January 23.docx

Hi Matt - I am attaching the field trip form for you we spoke about yesterday.

Dan Fernandez and Kristin Daly taking 3 students to S.Portland to Berlin City Group to receive a grant.
(see attached documents).

Let me know if you have any other questions about this.
Thank you for your support.

Susan

Susan Inman, Ph.D.
Principal, Sanford Pride Elementary School
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Sanford, Maine 04073
Phone: 207-324-8454
Fax: 207-490-5130
sinman@sanford.org | www.sanford.org

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