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. Fernande	ez applied for;		
the funds will be used for a field trip for all 4	th grade		
Attach additional supporting documentation: Ex Programs, Student Lists	s, Accommodations		
Grade Level(s): grade 4 No. of Stude	nts on trip: 3 students		
Date(s) of Trip:			
Destination(s): Private vehicle			
Private vehicle Method of Transportation:			
Number of Change to the two			
Will students be away from home overnight? Yes			
If Yes, explain accommodations:			
Funding Source:			
Has this field trip occurred in previous years? Yes	34		
Knistin Dales	Jan 20, 2023		
Signature of Teacher/Advisor	Date of Submission		
hisan & driver	Jan 24, 2023		
Approval and Signature of Building Administrator	Date of Approval		
	4 2023		
	MAL		
Submit to Superintendent two weeks p	prior to requested trip date		
Mill Misson	Date of Approval Date of Approval Date of Approval JAN 2 4 2023 Derior to requested trip date 1/23/23 SANFORDSOLOG		
Approval and Signature of Superintendent	Date of Approval		

PRINT FORM

IICA-R-1

FIELD TRIPS - PRIVATE VEHICLE USE AUTHORIZATION FORM

Teacher Making Reques	Kristin Daly	Date 1/20/2023 Principal Susan Inman			
School SPE					
Describe Field Trip and Bringing students to accept a gran	Reason for Private v	rehicle use tin Daly will be a	allending.	140000	- w ou
***************************************	Date of Trip	1/25/23			
Approx. Departure Time 10:0		10:00 AM	(AM-PM)	
		2:00 PM	(AM-PM)		
I agree to transport stude:					
Department, to and from					s at
the place of departure, be					
will return the same stude return time.	ents to the place of d	eparture an	d no other place at th	e approximate	
	VEHICLE !	INFORMA	NOITA		
Make Subaru	Model Ascent		Year 2022		
	nse Plate No. & State 7691A2		Mileage 12,000		
Condition of Vehicle	New				
Owner & Address	Kristin M. Dal;		Commence of the second	******	- Sauger
Number of Passengers car		belts) 6		·	
This number does not inc	lude the driver)				
s the vehicle presently ins	tured?		Yes 🗸	No 🗌	
the vehicle presently inspected?			Yes	No	
	•		200		
f yes, please complete the	· Market Market and Control of the C				
	Policy Number		003847413U71056		
	Name of Insuran	ce Compan	y USAA		
	Name of Agent		USAA		
	*Liability of Cov		\$100,000 Per Person / \$300,000 P	er Accident	_
Minimum of \$100,000 - \$	300,000 is required	•			
opy of insurance Policy/	Proof of Insurance (Card must be	e submitted with this	form.	
understand that the Sanford So sed upon the School Departments form. Nucleon M. O. C. Vehicle Owner's Signature	ent's reliance upon the			ents and informatio	
		s -	Business Administra	tor's Signature	_
ite - Central Office	Yellow - Administrator/S	•	^	Pink - Employee	0
		Mutt	Monn		R

Sanford
RECEIVED
JAN 2 2022
School Department

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

50796-0513 01



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

Vehicle Description Year Make/Model 2022 SUBARU Policy Number 00384 74 13U 7105 6

Effective Date 12/24/22 Expiration Date 06/24/23

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 conias available at usas com

Dear Parent/Guardian of:
Our 4 th 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 4 th 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 to
transport my child, to/from the event mentioned above at
Berlin City Honda (South Portland, Maine) on Wednesday January 25 th , 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 708 Main Street Sanford, Maine 04073 Phone: 207-324-8454

Fax: 207-490-5130

sinman@sanford.org | www.sanford.org

Confidentiality Notice: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information.