



**Central Nine Career Center**  
 1999 US Hwy 31 South  
 Greenwood, IN 46143  
 317-888-4401

# Overnight Field Trip Request Check List

Field trips are an excellent opportunity for our students to experience "real world" career and technical settings. At Central Nine Career Center, we feel that there must be an educational justification for taking students out of school, as field trips also have an impact on a student's other coursework.

- \* There shall be no field trips scheduled after May 1 (excluding competitions).
- \* Administration will pay for one field trip per year up to \$200 for each area (to include bus and driver costs).
- \* Students must ride on the bus and not drive on their own.

Teacher(s)	Field Trip
Edward V. Callico	SkillsUSA State Conference
Date of Field Trip	
April 15 and 16, 2016	

**Approval Process:**

1. Submit the following documents to the Attendance Administrative Assistant for a Field Trip Request at least **one month** in advance. Any exception to this timeline (due to unique circumstances), will have to be approved by the Curriculum Director and Transportation Director.

- Field Trip Request Checklist
  - Field Trip Request Form
  - Leave Forms (for any staff member attending)
  - Printout of Map and Driving Directions (Google Maps or Mapquest)

Once approved, the Permission Slip Form will be emailed to the requesting teacher to complete, and pass out to students. Signed permission slips must be submitted to the office prior to the trip.

2. At least **one week** prior to the field trip:
  - List (alphabetical by school) of students attending emailed to the Principal and Attendance Administrative Assistant.
  - Plans for students not attending emailed to the Principal
  - Limited Criminal History Requests for additional Chaperones

3. Day of the field trip:

**PRIOR TO DEPARTURE:**

- Manifest (Typed list of students attending trip) to Attendance Administrative Assistant
- Original Permission Slips to Attendance Administrative Assistant
- Copies of Permission Slips to take with you on Trip
- Pick up Keys in Office (if needed)

**UPON RETURN:**

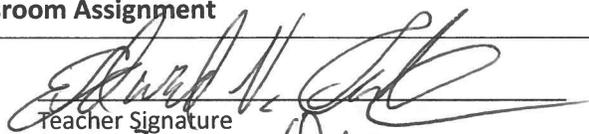
- Make sure bus is clean, trash removed, and windows up
- Return Key to Office (if used)
- Alert Administration of any issues (students, bus, etc.)



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# Field Trip Request Form

<b>Date of Request</b>	
March 3, 2016	
<b>Teacher(s)</b>	<b>Program(s)</b>
Edward V. Callico	Auto Collision Repair Technology
<b>Date of Field Trip</b>	
Friday, April 15 and Saturday, April 16, 2016	
<b>Destination</b>	
Indiana State Fair Grounds, Crown Plaza Hotel and Lincoln Tech	
<b>Activity</b>	
Leadership and Skills Competition	
<b>Educational Rationale</b>	
Student Organization and Competition	
<b>Number of Students</b>	<b>Number of Adults</b>
Nine	1
<b>Departure Time</b>	<b>Departure Location</b>
8:30 a.m. on Friday, April 15, 2016	Central Nine Career Center
<b>Return Time</b>	<b>Return Location</b>
5:00 p.m. on Saturday, April 16, 2016	Central Nine Career Center
<b>Special Instructions/Requests</b>	
Overnight stay at the Crown Plaza Hotel at the Airport	
<b>Cost to Student</b>	
-0-	
What accommodations will be made for students not able to participate in this field trip and/or unable to afford the trip?	
Classroom Assignment	

  
 Teacher Signature

3/3/2016  
 DATE

  
 Assistant Director Signature

3/4/16  
 DATE

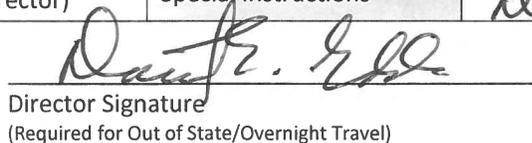
  
 Principal Signature

3-4-16  
 DATE

  
 Transportation Director Signature

3-4-16  
 DATE

<b>Transportation Assignment</b> (to be completed by Transportation Director)	<b>Mode of Transportation</b>	Mini Bus # 10
	<b>Driver</b>	Mr. Callico
	<b>Special Instructions</b>	Daunt.

  
 Director Signature  
 (Required for Out of State/Overnight Travel)

3-3-16  
 DATE



From: 1999 US Highway 31 S, Greenwood, IN 46143  
 To: Indiana State Fairgrounds, 1202 E 38th St, Indianapolis, IN 46205  
 To: Crowne Plaza Indianapolis-Airport, 2501 S High School Rd, Indianapolis, IN 46241  
 To: Lincoln College of Technology, 7725 Winton Dr Bldg 128, Indianapolis, IN 46268  
 To: Indiana State Fairgrounds, 1202 E 38th St, Indianapolis, IN 46205  
 To: 1999 US Highway 31 S, Greenwood, IN 46143

2 hr 24 min, 80.0 mi  
 Light traffic  
 2 hr 8 min without traffic  
 Via I-65 N, I-70 E

Notes:

Type your route notes here

**34 min (21.3 mi)**  
 from 1999 US Highway 31 S, Greenwood,  
 IN 46143 to Indiana State Fairgrounds

1999 US Highway 31 S, Greenwood, IN 46143

- |   |     |  |         |        |
|---|-----|--|---------|--------|
| ↑ | 1.  | Depart <b>US-31 N</b> toward W County Road 800 N / E Stop 18 Rd                                    | 1.0 mi  |        |
| ↘ | 2.  | Turn <b>right</b> onto <b>Madison Ave</b>  | 82 ft   |        |
| ↑ | 3.  | Road name changes to <b>S Madison Ave</b>  | 0.1 mi  |        |
| ↘ | 4.  | Turn <b>right</b> onto <b>Smith Valley Rd</b>  | 266 ft  |        |
| ↑ | 5.  | Keep <b>straight</b> onto <b>E Smith Valley Rd</b>   | 1.3 mi  |        |
| ↑ | 6.  | Keep <b>straight</b> onto <b>S Emerson Ave</b>   | 0.4 mi  |        |
| ↘ | 7.  | Turn <b>right</b> onto <b>E Main St</b>  | 0.4 mi  |        |
| ↑ | 8.  | Keep <b>straight</b> onto <b>Rocklane Rd</b>   | 0.2 mi  |        |
|   | 9.  | Take ramp <b>left</b> for <b>I-65 N</b>  | 12.6 mi | 13 min |
|   | 10. | Keep <b>right</b> onto <b>I-70 E</b>   | 2.2 mi  |        |
| ↑ | 11. | At exit <b>85B</b> , take ramp <b>right</b> for <b>N Rural St</b> toward <b>North Keystone Ave</b> | 0.2 mi  |        |
| ↑ | 12. | Road name changes to <b>Keystone Way</b>   | 0.5 mi  |        |
| ↑ | 13. | Road name changes to <b>N Keystone Ave</b>   | 1.6 mi  |        |
| ↙ | 14. | Turn <b>left</b> onto <b>E 38th St</b><br>McDonald's on the corner                                 | 0.7 mi  |        |

Arrive at **E 38th St**

- 15. The last intersection is E Fall Creek Pky North Dr  
If you reach Woodland Ave, you've gone too far

Indiana State Fairgrounds  
1202 E 38th St, Indianapolis, IN 46205

**27 min (14.7 mi)**  
from Indiana State Fairgrounds to Crowne  
Plaza Indianapolis-Airport

Indiana State Fairgrounds  
1202 E 38th St, Indianapolis, IN 46205

- |   |  |        |
|---|--|--------|
|   | 1. Depart <b>E 38th St</b> toward Woodland Ave   | 85 ft  |
|    | 2. Make a U-turn at <b>Woodland Ave</b>  | 0.7 mi |
|    | 3. Turn <b>right</b> onto <b>N Keystone Ave</b>  | 1.6 mi |
|    | 4. Road name changes to <b>Keystone Way</b>  | 0.3 mi |
|  | 5. Take ramp <b>right</b> and follow signs for <b>I-70 West</b>                              | 1.3 mi |
|  | 6. Take ramp <b>left</b> and follow signs for <b>I-70 West / I-65 South</b>                  | 2.6 mi |
|  | 7. At exit <b>110B</b> , take ramp <b>right</b> for <b>I-70 West</b> toward <b>St. Louis</b> | 5.8 mi |
|  | 8. At exit <b>75</b> , take ramp <b>right</b> and follow signs for <b>Sam Jones Expwy</b>    | 1.8 mi |
|  | 9. Turn <b>left</b> onto <b>S High School Rd</b>   | 0.3 mi |
|  | 10. Keep <b>straight</b> onto <b>Cargo Dr</b>  | 308 ft |
|  | 11. Make a U-turn to stay on <b>Cargo Dr</b>   | 308 ft |
|  | 12. Keep <b>straight</b> onto <b>S High School Rd</b>  | 0.1 mi |

Arrive at **S High School Rd** on the right

- 13. The last intersection is Cargo Dr  
If you reach Sam Jones Expwy, you've gone too far

Crowne Plaza Indianapolis-Airport  
2501 S High School Rd, Indianapolis, IN 46241

20 min (13.0 mi)  
 from Crowne Plaza Indianapolis-Airport to  
 Lincoln College of Technology

Crowne Plaza Indianapolis-Airport  
 2501 S High School Rd, Indianapolis, IN 46241

1. Depart **S High School Rd** toward Sam Jones Expwy 144 ft

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-  2. Turn **right** onto **Sam Jones Expwy** 0.4 mi  
▲ Minor Congestion

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-  3. Take ramp **left** for **I-74 W / I-465 N / US-52 W** 5.1 mi

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-  4. Road name changes to **I-465 N / US-52 W** 3.8 mi

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-  5. Keep **right** to stay on **I-465 N** 1.4 mi

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-  6. At exit **21**, take ramp **right** and follow signs for **71st St** 0.4 mi

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-  7. Turn **right** onto **W 71st St** 1.1 mi

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-  8. Turn **left** onto **Winton Dr** 0.8 mi

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9. Arrive at **Winton Dr**  
 The last intersection is W 76th St  
 If you reach W 78th St, you've gone too far

Lincoln College of Technology  
 7725 Winton Dr Bldg 128, Indianapolis, IN 46268

28 min (10.1 mi)  
 from Lincoln College of Technology to  
 Indiana State Fairgrounds

Lincoln College of Technology  
 7725 Winton Dr Bldg 128, Indianapolis, IN 46268

1. Depart **Winton Dr** toward W 78th St 312 ft

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-  2. Turn **right** onto **W 78th St** 0.3 mi

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-  3. Turn **left** onto **Georgetown Rd** 0.2 mi

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-  4. Turn **right** onto **W 79th St** 1.3 mi

- 5. Turn **right** onto **Michigan Rd**  
Marathon on the corner 2.1 mi
- ↑ 6. Road name changes to **N Michigan Rd**  
Pass Shell in 0.9 mi 3.2 mi
- ↶ 7. Turn **left** onto **W 38th St** 1.3 mi
- ↑ 8. Keep **straight** onto **E 38th St** 1.3 mi
- ↷ 9. Make a U-turn at **E Fall Creek Pky North Dr** 0.2 mi

Arrive at **E 38th St**

- 10. The last intersection is E Fall Creek Pky North Dr  
If you reach Woodland Ave, you've gone too far

Indiana State Fairgrounds  
 1202 E 38th St, Indianapolis, IN 46205

**35 min (21.0 mi)**  
 from Indiana State Fairgrounds to 1999 US  
 Highway 31 S, Greenwood, IN 46143

Indiana State Fairgrounds  
 1202 E 38th St, Indianapolis, IN 46205

- 1. Depart **E 38th St** toward Woodland Ave 85 ft
- ↷ 2. Make a U-turn at **Woodland Ave** 0.7 mi
- 3. Turn **right** onto **N Keystone Ave** 1.6 mi
- ↑ 4. Road name changes to **Keystone Way** 0.3 mi
- ↷ 5. Take ramp **right** and follow signs for **I-70 West** 1.3 mi
- ↶ 6. Take ramp **left** and follow signs for **I-70 West / I-65 South** 13.4 mi 14 min
- 7. At exit **99**, take ramp **right** toward **Greenwood** 0.3 mi
- 8. Turn **right** onto **E Main St** 0.2 mi
- ↶ 9. Turn **left** onto **Sheek Rd** 1.5 mi
- 10. Turn **right** onto **Stop 18** 0.4 mi

- ↑ 11. Road name changes to **E Stop 18 Rd** 1.0 mi

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- ↶ 12. Turn **left** onto **US-31 S**  
Thornton Oil on the corner 0.3 mi

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- ↶ 13. Turn **left** onto **road** 82 ft

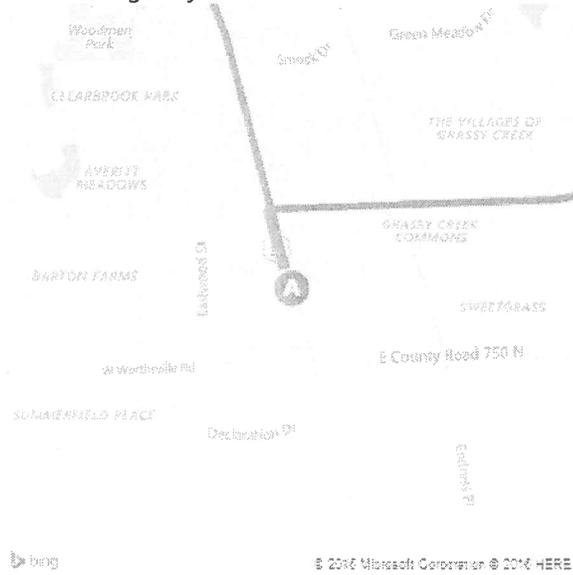
Arrive

- 14. The last intersection is US-31 S  
If you reach US-31 N, you've gone too far

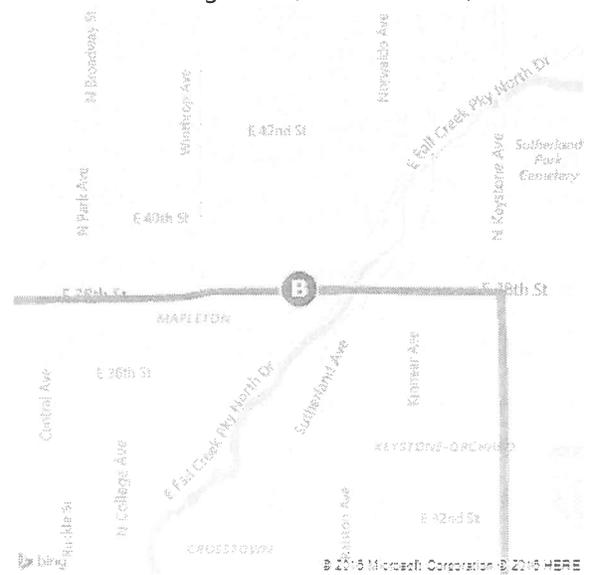
1999 US Highway 31 S, Greenwood, IN 46143



1999 US Highway 31 S, Greenwood, IN 46143

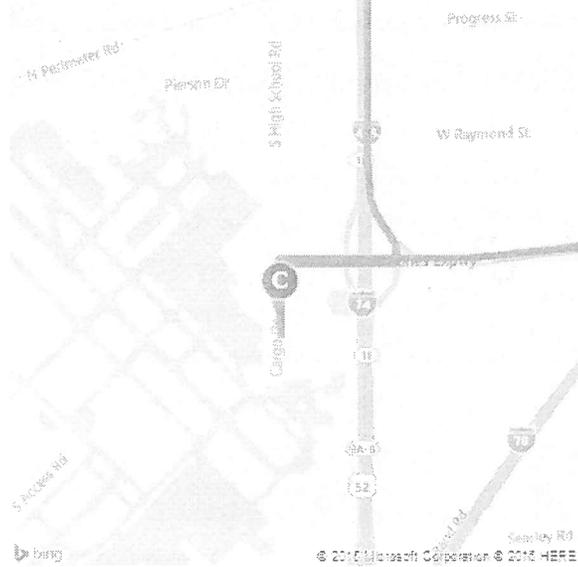


Indiana State Fairgrounds, 1202 E 38th St, Indiana...



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Crowne Plaza Indianapolis-Airport, 2501 S High S...



Lincoln College of Technology, 7725 Winton Dr Bl...



Indiana State Fairgrounds, 1202 E 38th St, Indiana...



1999 US Highway 31 S, Greenwood, IN 46143

