

# NOVATO UNIFIED SCHOOL DISTRICT

## FIELD TRIP REQUEST FORM FOR BOARD APPROVAL OF OVERNIGHT FIELD TRIPS AND TRIPS EXCEEDING 100 MILES

Requests to be sent 10 days prior to a NUSD Regular Meeting of the Board of Trustees

For Board Meeting of 3/1/2016

**Objective:**

Approval of Student Travel

**Requested Action:**

Board of Trustees approves student travel as follows:

SCHOOL:	RANCHO
Grade/Department:	4th GRADE
Destination:	SACRAMENTO - STATE CAPITAL
Number of Students:	85
Number of Adults:	15-18 (3 teachers / 12-15 PARENTS)
Meeting Date w/Chaperones:	 <input type="checkbox"/> Parents have received district requirements for chaperones.
Names of Employees accompanying students:	Ellsworth Yow, Karen Freemantle, Debbie Robles
Dates of the Educational Field Trip:	APRIL 29, 2016
Educational Purpose of the Field Trip:	SOCIAL STUDIES/ GOVERNMENT
Method of Transportation:	<input type="checkbox"/> District Vehicle/Bus <input type="checkbox"/> Contracted Services _____ <input checked="" type="checkbox"/> Private Vehicles*
Source of Funding:	PTA/PTT Donations
Cost of Trip:	\$ 0
Cost to District:	\$ 0

\*All drivers must complete the Driver Information Form, #600130

All students participating must have District Field Trip Form #600348 completed

Submitted by:

[Signature]  
Principal Signature

1/21/16  
Date

<i>For Office Use Only</i>	
Reviewed by Superintendent:	<u>[Signature]</u>
Date Board Approved:	_____
Board Clerk Signature	_____