

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 9/16/16

Objective: Approval of Student Travel

Requested Action: Board of Trustees approves student travel as follows:

SCHOOL:	Lynwood Elementary
Grade/Department:	4th Grade
Destination:	Petaluma Adobe
Number of Students:	21
Number of Adults:	10
Meeting Date w/Chaperones:	<u>9/21/16</u> <input type="checkbox"/> Parents have received district requirements for chaperones.
Names of Employees accompanying students:	Karen Green
Dates of the Educational Field Trip:	October 4-5, 2016
Educational Purpose of the Field Trip:	Learn about California history during the Rancho Period.
Method of Transportation:	<input type="checkbox"/> District Vehicle/Bus <input type="checkbox"/> Contracted Services _____ <input checked="" type="checkbox"/> Private Vehicles*
Source of Funding:	PTA fund, donations
Cost of Trip:	\$ 600
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:

Amy Chi
Principal Signature

8-11-16
Date

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