

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 _____

Objective: Approval of Student Travel

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

SCHOOL:	MSA
Grade/Department:	Theatre Arts
Destination:	Orange CA. Chapman U.
Number of Students:	15 ✓
Number of Adults:	4
Meeting Date w/Chaperones:	1/8/19 <input checked="" type="checkbox"/> Parents have received district requirements for chaperones.
Names of Employees accompanying students:	Rodney Franz
Dates of the Educational Field Trip: <small>Indicate impact on school day/classes</small>	Feb. 14, 15 & 16, 17, 2019
Educational Purpose of the Field Trip:	Chapman U. Shakespeare Festival
Method of Transportation:	<input type="checkbox"/> District Vehicle/Bus (Attach "Field Trip Transportation Request Form".) <input type="checkbox"/> Contracted Services _____ (Refer to district-approved list for options.) <input checked="" type="checkbox"/> Private Vehicles* (must be on district authorized driver list prior to trip)
Source of Funding:	students & student scholarships
Cost of Trip:	\$ 475 / student available
Cost to District:	\$ 0 substituted for 1 day

*All drivers must complete the Driver Information Form, #600130
All students participating must have District Field Trip Form #600348 completed

Submitted by: Ym Catin Principal Signature Date 11/7/2018

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