

**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:

<b>SCHOOL:</b>	San Marin High School
<b>Grade/Department:</b>	Link Crew - Leadership
<b>Destination:</b>	Walker Creek - Youth Leadership Forum
<b>Number of Students:</b>	10 students
<b>Number of Adults:</b>	2 adults
<b>Meeting Date w/Chaperones:</b>	<input checked="" type="checkbox"/> Parents have received district requirements for chaperones.
<b>Names of Employees accompanying students:</b>	Virginia Vogt, Neeshu Patel
<b>Dates of the Educational Field Trip:</b>	February 8-9
<b>Educational Purpose of the Field Trip:</b>	Developing Leadership Skills
<b>Method of Transportation:</b>	<input checked="" type="checkbox"/> District Vehicle/Bus <input type="checkbox"/> Contracted Services _____ <input type="checkbox"/> Private Vehicles*
<b>Source of Funding:</b>	NA
<b>Cost of Trip:</b>	\$ 0
<b>Cost to District:</b>	\$ 0

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

Submitted by: Man S. 2/4/19  
Principal Signature Date

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