

REQUEST FOR FIELD TRIP –Please check below:

Under 25 miles-Principal approval and copy to Assistant Superintendent

Over 25 miles – Principal & Assistant Superintendent approval required

Overnight/Out-of-State - Principal, Assistant Superintendent & Board approval req.*



DATE:

8/24/2015

TO:

Jonathan Egan

Assistant Superintendent (Elementary/Middle/High School)

FROM:

Rowena Guzman 5645
Teacher's Name Extension

Sequoia Middle School
School Name

Date of Trip:

9/26/2015 (*Need Request at least 60 days in advance of trip)

Destination:

Lassen National Park, CA

& Physical Address:

Mineral, CA

Transportation:

private cars

(how are you traveling?)

(Only American Stage, Michael's and Sierra Pacific are District approved charter bus carriers)

Total Cost of Trip:

178.00 for the group campgrounds

How Trip is funded (ie; grant, parent donations, fundraising)

parent donations

Funds held in this account:

**

Purpose of Trip (Detail How the Trip is tied to the Curriculum)

Field experience of volcanic features. standards 1a, 1d, 1e, 1f, 2d, 7f for 6th grade science

Group or Class Participating:

All interested 6th graders (please spell out)

of Students Attending

40

of Adults Attending

40

Names of Certificated Staff & Chaperones attending

Rowena Guzman
Diane Coventry

Please check here to indicate you have collected Permission Slips and that a copy will be kept in your school office along with your approved/signed Field Trip Request

If parents are driving, check here that you have collected chaperone agreements and car insurance.

Please check here to indicate all students interested are allowed to participate; even if they cannot pay***

Principal's Approval

Date

[Signature] 8/24/15

Assistant Superintendent's Approval/Date

Board Approved on

[Signature] 8/25/15

Please return form to: