

Check one of the following:		SCHOOL SITE:
<input type="checkbox"/>	Day Field Trip Less than 100 miles, Principal Approval (<i>submit two weeks in advance</i>)	
<input type="checkbox"/>	Day Field Trip More than 100 miles, Assistant Superintendent of Curriculum and Instruction K-6 or 7-12 Approval (<i>submit two weeks in advance</i>)	
X	Extended (overnight) Field Trip, Assistant Superintendent of Curriculum and Instruction K-6 or 7-12 Approval (Policy 6153 and 6153.1) (<i>submit 50 days in advance</i>)	

Dangerous Activity	Yes	No
Does this trip involve a Dangerous Activity, as defined in Administrative Regulation 6153?		
*If yes, the Associate Superintendent of Business Services approval is required in addition to the preceding approvals. (<i>Submit 50 days in advance</i>)		

Date Submitted:	5/1/2017	Date(s) of Proposed Trip:	5/18-5/21 2017
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Name of Sponsoring Group:	Santa Rosa High School Science Club
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Destination:	Atlanta , Georgia – National SeaPerch Competition
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Reason for Trip:	National Championship Competition
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Will a substitute(s) be necessary?	yes	If so, how will this be financed? Foundation, Site	Sub Approval Number:
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If you are not calling a substitute, how will your classes be covered?
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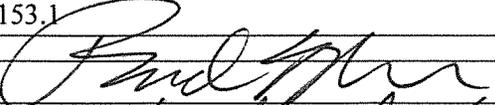
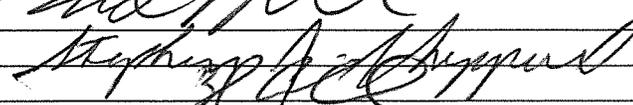
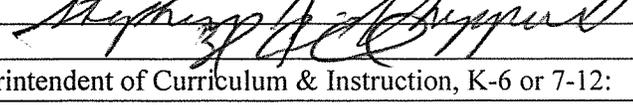
Method of transportation:	Flight, Rental Car
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Site Departure time:	7:00am 5/18/2017	Arrival time at event:	8:00pm 5/18/52017
Departure time from event:	5:00am 5/21/2017	Arrive time home:	12:00pm 5/21/2017

Permission slips: (Check one)	Yes X	No	Number of students: <i>Student/Chaperone Ratio: Day trips 13:1 Overnight trips 9:1</i>	6:1
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Chaperones:	Paul Booker
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Approved Signatures: 1-3, All Field Trips (Do not need to send to Assistant Superintendent for Day trips less than 100 miles); 4, More than 100 miles or overnight; *Involves a Dangerous Activity as defined in Administrative Regulation 6153 and 6153.1

1. Sponsor:		Booker P	Date:
2. Vice Principal:		Sheppard S	Date:
3. Principal:		Coscarelli, B	Date: 5/5/17
4. Assistant Superintendent of Curriculum & Instruction, K-6 or 7-12:			Date:
*Dangerous Activity: Assoc. Supt./Business:			Date:

*No swimming or similar water activities are permitted. Chaperones must supervise at all times.

BOARD APPROVED: May 12, 2010

EXTENDED FIELD TRIP CRITERIA (Board Policy 6153.1)

What are the educational benefits of the proposed trip?

The students of the Science Club have worked very hard as a group and will be competing at a National Level. It involves robotics, engineering, science, math, problem solving and teamwork.

Is there an equivalent opportunity available closer to Santa Rosa? No

It is understood that no grade or extra credit will be given for participation or non-participation.

Will there be loss of class time?	Yes	No	If so, how much?
	X		2 days of instruction

Is there any other loss of class time for this group within three weeks of this proposed trip (before or after)?	Yes	No
		X

If yes, please explain:

When was the last extended field trip taken by this performing group?

N/A

To what location?

What is the approximate cost per student?	\$800.00
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How is the cost funded?	Foundation and Site funds
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If fundraising is necessary, have the activities been approved? yes

(If not, a request for fundraising should accompany this request)

If funds must be raised, will each student have a reasonable opportunity to raise sufficient funds to subsidize the trip?	Yes	No
		X

If no, please explain: Because the invitation was so close to the National Competition, the Foundation was approached to help parents with cost. Site funds are being used to supplement any remaining balance.

*Relates to Board Policy 6153.1

*No swimming or similar water activities are permitted. Chaperones must supervise at all times.

Students proposed for trip: [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED]

Advisor- Paul Booker

Student Cost estimate for Trip

Air Fare	439
Food and Lodging	225
Registration	75
Cost per student	\$739

Right now 3-6 Students total \$2217(minimum team of 3) to \$4434(if I offer it to all of them)

Other costs

Rental Car	200
Food/Lodging Mr. Booker	225
ROV Registration	200
Air Fare	439
Total Other	\$1014

Grand Total \$3281(for 3) to \$5498(for 6)

EMPLOYEE CLAIM FOR REIMBURSEMENT

CLAIM NUMBER

SANTA ROSA CITY SCHOOLS

211 RIDGWAY AVENUE • SANTA ROSA, CALIFORNIA 95401-4386
ACCOUNTING DEPARTMENT (707) 528-5331

No. _____

DATE 4/27

EMPLOYEE:

Paul Booker

SCHOOL / DEPARTMENT

DIRECT ALL CORRESPONDENCE TO ACCOUNTING DEPARTMENT

DATE	QUANTITY	ITEMIZED DESCRIPTION	UNIT COST	AMOUNT
4/22	7	Airline tickets for [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]		
		to National Sea Perch Competition in Atlanta. Leave 5/10/2017 Return 5/21/2017		
		01-0500 - 0-1140 - 1000 - 5215 - 252 - H138		
		01-9999 - 0-1340 - 1000 - 4300 - 252 - 5152		

*approval
Paul Booker*

TOTAL \$ 2048.00

INSTRUCTIONS TO CLAIMANT

All claims against the Santa Rosa City Schools MUST give a brief description of each item, date purchased, cost per unit, quantity, and total. Itemized receipts must be attached.

- Claims may NOT be used for:
 - Capital outlay equipment expenses
 - Items available through Stores Catalogue
 - Travel and Mileage reimbursement

CLAIMANT SIGNATURE
BY *Paul Booker* DATE 4/27 19__

PRINCIPAL/SUPERVISOR APPROVAL
BY *X* DATE 4/27 19__

AUTHORIZED SIGNATORY
BY *X* DATE 4/27 19__

MUST MEET BOARD POLICY NO. 3221

Reservation Confirmation

Frontier Airlines <no-reply@flyfrontier.com>

Sat 4/22/2017 9:53 PM

To:Booker, Paul E. <pbooker@srcs.k12.ca.us>;

[Visit FlyFrontier.com](http://VisitFlyFrontier.com)

[Visit FlyFrontier.com](http://VisitFlyFrontier.com)

THU, MAY 18, 2017 - SUN, MAY 21, 2017

Trip Confirmation Number: **BYK9QA**

SAN FRANCISCO, CA (SFO) ATLANTA, GA (ATL)

Depart: Thu, May 18, 2017

Flight	Departure	Arrival	Duration
F91532	11:05 AM SAN FRANCISCO, CA (SFO)	06:51 PM ATLANTA, GA (ATL)	4hr 46min Non Stop

Passenger Name	Seats	Bags	Special Services
		1 Checked	
		1 Carry-On	

Depart: Sun, May 21, 2017

Flight	Departure	Arrival	Duration
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F91533 06:45 AM 09:01 AM 5hr 16min
 ATLANTA, GA (ATL) SAN FRANCISCO, CA (SFO) Non Stop

Passenger Name	Seats	Bags	Special Services
		1 Checked	
		1 Carry-On	

INVOICE		We have gone mobile!
SUMMARY		
Airfare	\$1601.88	Apple AppStore Link
Options	\$662.00	
Taxes and carrier-imposed fees	\$584.92	Google Play Link
GRAND TOTAL	\$2848.80	Know before you go

OPTIONS

First Checked Bag	\$25.00
First Checked Bag	\$25.00
Seat Fee	\$24.00
Seat Fee	\$12.00

OPTIONS

Carry-On Bag	\$30.00
Carry-On Bag	\$30.00
Seat Fee	\$24.00
Seat Fee	\$12.00

OPTIONS

2017 National SeaPerch Challenge

May 19-20, 2017

Qualifying Team Preparation Checklist

Introduction

Welcome to the 2017 National SeaPerch Challenge, and congratulations on winning your qualifying competition. The SeaPerch National Committee has prepared a checklist to help you complete the many requirements necessary to attend the competition. We urge you to carefully read through this checklist and register right away, as deadlines are fast approaching. Waiting until the last minute could jeopardize your chances of participating in the National SeaPerch Challenge. We hope you and your students will enjoy the 2017 Challenge, and we wish you the best of luck in the competition!

Checklist

DONE

- _____ Registration for SeaPerch National Competition (due by April 21, 2017)
- _____ Payment for team members and chaperones (due by April 21, 2017)
- _____ Registration for additional attendees / spectators (due by April 21, 2017)
- _____ Registration for team housing/meal plan, if needed (due by April 21, 2017)
- _____ Submit Team Bio and Team Logo (due by April 30, 2017)
- _____ Submit Engineering Notebook (due by April 21, 2017)
- _____ Verified Volunteer background check for chaperones (due by May 15)
- _____ Youth Protection Form due from chaperones / volunteers (due by May 15)
- _____ Sign up for free MathWorks software
- _____ Travel arrangements to Atlanta, GA
- _____ Sign Liability Waiver / Photographic Release / Code of Conduct

Registration Confirmation To SeaPerch.org

SeaPerch.org <noreply@regfox.com>

Sun 4/16/2017 8:17 PM

To:Booker, Paul E. <pbooker@srcs.k12.ca.us>;

Registration Confirmation To SeaPerch.org

Your Registration Was Successfully Completed

Thank you for your registration(s). Your confirmation is below.

Confirmation 2017SPRCHNTNLGRT003Z

Registrant #1

Team Name	Santa Rosa High School Panther Sea Perch Team Orange/Black
POC Name	Paul Booker
Organization/ School	Santa Rosa High School
Phone Number	7074866680

Team Contact Email	pbooker@srcs.k12.ca.us	
Address	5738 Raters Drive Santa Rosa, CA 95409 US	
Emergency Contact Name	Suzane Calloway	
Emergency Contact Phone Number	7072921928	
Competition Class	High School Stock	\$200.00
How many chaperones	1	\$75.00
Chaperone 1 Name	Paul Booker	
Chaperone 1 Email	pbooker@srcs.k12.ca.us	
Chaperone 1 Mobile	7074866680	
Number of Students	6	\$450.00
Small T-Shirts	1	
Medium T-Shirts	2	
Large T-Shirts	2	
X-Large T-Shirts	2	
2XL T-Shirts	0	
3XL T-Shirts	0	
Does anyone have special needs, allergies, dietary restrictions, etc. that we should be aware of? If no, please indicate "none".	none	
Terms & Agreements	Yes	

Billing Information

Name	Paul Booker
Address	5738 Raters Drive Santa Rosa, CA 95409 US
Payment Method	Credit Card
Card Number	MAST-0099
Email	pbooker@srcs.k12.ca.us
Phone	7074866680
Date	Apr 17 2017

Total \$725.00

Background Checks for Chaperones

All registered chaperones must complete a background check through Verified Volunteers. Once your team registration is received, you will receive an e-mail from Verified Volunteer inviting you to complete the background check application. The background check is free of charge. You will be notified by Verified Volunteers via e-mail once your background check is complete.

In addition, you must read the AUVSI Foundation Youth Protection Policy and turn in a signed acknowledgement form stating that you agree to abide by the policy. A copy of the AUVSI Foundation Youth Protection Policy will be put in each team's Dropbox and can be found at www.seaperch.org.

Background checks performed by other agencies cannot be accepted; Verified Volunteer is the only approved provider for background checks for the 2017 National SeaPerch Challenge.

Questions? Contact Cheri Koch at koch@auvsifoundation.org.

Housing

VERY IMPORTANT: If your teams needs on-campus housing and meals at nearby Georgia State University (GSU), [Click Here](#). This is a separate step from team registration. Completing the team registration does NOT secure housing!!

Housing is only available for registered team members and approved chaperones at GSU. Spectators will not be eligible for on-campus housing and should seek accommodations nearby in downtown Atlanta.

Shuttle service from GSU to the competition site at Georgia Tech will be available Saturday morning **only** for team members and chaperones.

Questions about housing? Contact Donata Davis at ddavis122@gsu.edu.

Attendees at the National SeaPerch Challenge will receive special pricing at the Georgia Aquarium after the competition on Saturday, May 20 (6:30pm-9:30pm). Admission is \$19.95 per person (plus tax). Guests will experience the largest aquarium in the western hemisphere featuring whale sharks, beluga whales, manta rays, California sea lions and many more. Groups/individuals should book via this unique web link just for SeaPerch:
www.georgiaaquarium.org/seaperch

This message is sent from SeaPerch.org. To report abuse related to this email, please contact abuse@webconnex.com.

Reference: 1710490464



Review Order

Order Summary

Item Total:	\$1,575.00
Tax:	\$0.00
Total:	\$1,575.00

Contact Information

pbooker@srcs.k12.ca.us

Refunds/Returns Policy Agreement

Housing Conferences

CANCELLATION TERMS Cancellation requests received more than 45 days from the date of your first scheduled check-in will receive a full credit of your registration fees. Cancellation requests received less than 45 days from the date of your first scheduled check-in will incur a 15% fee. For additional information or questions regarding cancellation, please contact: DONATA DAVIS Coordinator | Conference & Program Services University Housing Division of Student Affairs Georgia State University P: 404-413-1994 | F: 404-413-1803

Payment Information

Payment	Details	Billing Information	Summary	
MasterCard	xxxxxxxxxxxx0099	Paul E Booker 5738 Raters Drive Santa Rosa, CA 95409 United States	SeaPerch Challenge 2017 : 3 Night Registration - Chaperone	\$225.00
			SeaPerch Challenge 2017 : 3 Night Registration - Student	\$225.00
			SeaPerch Challenge 2017 : 3 Night Registration - Student	\$225.00
			SeaPerch Challenge 2017 : 3 Night Registration - Student	\$225.00
			SeaPerch Challenge 2017 : 3 Night Registration - Student	\$225.00
			SeaPerch Challenge 2017 : 3 Night Registration - Student	\$225.00
			SeaPerch Challenge 2017 : 3 Night Registration - Student	\$225.00
			SubTotal:	\$1,575.00
			Tax:	\$0.00
			Total:	\$1,575.00

Items in your Cart

Item Name	Quantity	Amount
SeaPerch Challenge 2017 : 3 Night Registration - Chaperone		\$225.00
School Name:	Santa Rosa High School	
First Name:	Paul	
ADA Needs (write "N/A" if none):	N/A	
Address:	5738 Raters Drive	
Phone:	7074866680	
Team Name:	Santa Rosa High School Panther Sea Perch Team	
Last Name:	Booker	
Special Dietary needs / allergies (write "N/A" if none):	N/A	
City:	Santa Rosa	
Alternate Phone:	7074866680	
Gender (M or F):	M	
State:	CA	
Email:	pbooker@srcs.k12.ca.us	
Zip:	95409	
Country:	United States	
SeaPerch Challenge 2017 : 3 Night Registration - Student		\$225.00
School Name:	Santa	
First Name:	Chris	
ADA Needs (write "N/A" if none):	N/A	
Relationship:	Mother	