

**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 6-14-2016

**Objective:** Approval of Student Travel

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

<b>SCHOOL:</b>	Olive
<b>Grade/Department:</b>	5 <sup>th</sup>
<b>Destination:</b>	Marin Headlands
<b>Number of Students:</b>	61
<b>Number of Adults:</b>	11
<b>Meeting Date w/Chaperones:</b>	<u>9/6/16</u> <input type="checkbox"/> Parents have received district requirements for chaperones.
<b>Names of Employees accompanying students:</b>	Annie Distad, Fran Rozoff, Joesmith
<b>Dates of the Educational Field Trip:</b>	9/12/16-9/14/16
<b>Educational Purpose of the Field Trip:</b>	NGSS, Community Building
<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>	PTA and DONATIONS
<b>Cost of Trip:</b>	\$ 16,000 <sup>00</sup>
<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: \_\_\_\_\_

Principal Signature

Date

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