

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:

SCHOOL:	Olive
Grade/Department:	5 th
Destination:	Marin Headlands
Number of Students:	61
Number of Adults:	11
Meeting Date w/Chaperones:	<u>9/6/16</u> <input type="checkbox"/> Parents have received district requirements for chaperones.
Names of Employees accompanying students:	Annie Distad, Fran Rozoff, Joesmith
Dates of the Educational Field Trip:	9/12/16-9/14/16
Educational Purpose of the Field Trip:	NGSS, Community Building
Method of Transportation:	<input checked="" type="checkbox"/> District Vehicle/Bus <input type="checkbox"/> Contracted Services _____ <input type="checkbox"/> Private Vehicles*
Source of Funding:	PTA and DONATIONS
Cost of Trip:	\$ 16,000 ⁰⁰
Cost to District:	\$ 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	_____