



## Early Field Trip Request Form For Governing Board

This form should be submitted as soon as the field trip is scheduled (at least 2 months before the trip) to the Board Secretary

### District Sponsored Event (Attendance Voluntary)

Check all that apply:

- ☒ Overnight  
☐ Out-of-State  
☐ We plan to raise funds and have the fundraising activities approved by ASB.

Approximate Number of Students: 75 By Gender: M 47 F 28 Grade(s) of Students: 4<sup>th</sup>

Educational Benefit/Purpose of Trip:

This program is designed to help teach our history unit on the Gold Rush.

Destination(s) City/State/ Foreign Country:

Coloma, California

Place of Lodging:

Coloma Outdoor Discovery School

Date(s) of Trip:

Dec. 4 - Dec. 6

Time of Departure and Return:

7:45am ~ 3:15pm

Name(s) of Staff Member(s) Attending:

Lisa Delorefice, Brian Douglas, Lara Ruark

Approximate Number/Gender of Other Adults Attending that are fingerprinted:

6 males 4 females

Transportation (Check all that apply):

- ☐ District Vans  
☒ Hired Vehicle  
☐ Private Passenger Vehicles

Estimated Total Cost of Field Trip: \$ 20,000 Est. Cost per Student (being paid by student): \$ 225

Approved By (Principal): [Signature] Date: 9/11/19

Approved By (Superintendent): [Signature] Date: \_\_\_\_\_

TO BE COMPLETED BY EXECUTIVE SECRETARY TO THE GOVERNING BOARD:

Date of Board Meeting: \_\_\_\_\_

Signature of Sec to Board upon Approval: \_\_\_\_\_