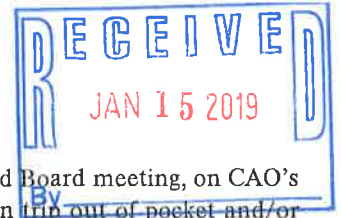


PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT
REQUEST FOR OVERNIGHT FIELD TRIP AND
DAY TRIPS OVER 150 MILES ONE WAY



(To allow for proper processing overnight field trip requests *must be submitted 15 days prior* to a scheduled Board meeting, on CAO's desk. Any trip taken without prior Board approval may result in consequences such as paying your own trip out of pocket and/or possible disciplinary action.)

PLEASE TYPE IN INFORMATION

School Site/Organization: <u>Paso Robles High School</u>	Student Grade(s) attending: <u>9-12</u>
Destination: <u>Merced, CA</u>	
Dates/Times:	
Leave Day: <u>Friday</u> Date: <u>Feb 7th 2020</u> Time: <u>3:30</u> P.M.	Return: <u>Saturday</u> Date: <u>Feb 8th, 2020</u> Time: <u>8:00pm</u> P.M.
School Day: <u>Yes</u>	
Purpose of trip: <u>FFA Welding Competition</u>	
Brief Itinerary: <u>Depart Paso Robles, approx 3:30 pm after school. Arrive to Merced, check into hotel, eat dinner at local restaurant.</u> <u>Saturday morning, 7:00 am breakfast and head to UC Merced for Welding Competition. All day at UC Merced location.</u> <u>Depart for Paso Robles from Merced approx 5:00 pm to return approx. 8pm at PRJUSD Transportation dept.</u>	
Name of Requestor(s)/Teacher(s): <u>Justin Pickard</u> Date: <u>1-9-2020</u>	

If male and female students are attending, male and female chaperones must also comply with Board Policy (BP/AR 6153 School Sponsored Trips)
Chaperones must be age 21 or older (AR 6153 School Sponsored Trips).

Chaperone Ratios: Day & Overnight Field Trips 1:20, Water Activities 1:10, Backpacking Trips 1:7

Number of female students attending: _____ Number of male students attending: 4

Number of female chaperones attending: _____ Number of male chaperones attending: 1

Type of transportation: Other If other explain: Enterprise Rental (Suburban requested)

****if private auto, proof of insurance must be filed with District Business Office**

A request for transportation MUST be sent to the Transportation Department including the use of charter transportation.

Total Cost of Trip\$ 700.00

Funding source: FFA Boosters pays Transportation and Hotel. FFA Account pays the registration for contest.

All overnight and day trips must be approved by the site Principal and Director prior to submission to the Chief Officer's office.
Emailing this form to the Director's PPA by the site Principal will be considered a signed copy of the site Principal's approval.

FOR DISTRICT OFFICE USE ONLY

- ☐ Fingerprint clearances for chaperones confirmed
☒ Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff

<u>N/A</u> Director (Print name)	<u>Carol Kenyon</u> Signature	<u>1.15.20</u> Date
<u>CAROL KENYON</u> Chief Officer (Print name)	<u>Carol Kenyon</u> Signature	<u>1.15.20</u> Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN:

☐ APPROVED

☐ DENIED