

# San Mateo Union High School District Field Trip Request Form



*This form is to be sent to the Director of Curriculum & Assessment at least seven weeks in advance of an in-state, overnight field trip and at least six months in advance of an out-of-country field trip.*

<b>School Participating:</b>	Mills High	<b>Field Trip Type:</b>	In-State Overnight For day trips, please check with your school.		
<b>Class/Group/Club Participating:</b>	Mills High School Music Department				
<b>Field Trip Event:</b>	Southern California Trip				
<b>Person Requesting:</b>	Dave Gregoric	<b>Number of School Days Missed:</b>	1		
<b>Date &amp; Time of Departure &amp; Return:</b>	03/11/2022	03/13/2022	<b>Number of Overnight Stays:</b> 3		
<b>Location:</b>	Orange County California				
<b>Total Number of Students Participating:</b>	Male: 35 Female: 35 Other: 0	<b>Is a registered nurse included; if not, what medical provisions?</b>	No Four Credentialed SMHSD teachers		
<b>Total Number of Certificated Supervisors and Names:</b>	4 J Huddleson N HeDLEY D Gregoric A Abraham  <i>The ratio is 10 students to 1 chaperone. If male and female students are participating, there must be a male and female chaperone.</i>				
<b>Total Number of Adult Supervisors and Names:</b>	Chris Mezzetta    Deanna Sheoning Heather Mezzetta.    Ahgee Lueng Isako MACHlis    James Yen Matt Machlis Daniel Dadoun				
<b>Please Enter All Costs Below</b>					
<b>Transportation:</b> <b>Private Cars, Names of Drivers</b> <small>Click here for Transportation Request Form</small> <b>Bus:</b>  <b>Commercial Airline:</b> <b>Airline Name/Flights/Dates/Times</b>			<b>Per Student Cost</b>	<b>Total Group Cost</b>	
			<b>Meals:</b>	200	14,000.00
	• District		<b>Lodging:</b>	200	14,000.00
	✦ Commercial: <u>Royal Coach Tours</u>		<b>Ground Transportation:</b>	200	14,000.00
			<b>Airfare:</b>	0	0.00
			<b>Registration &amp; Other Expenses:</b>	200	14,000.00
			<b>Total Cost:</b>	800.00	56,000.00
<b>Total Amount that will be supported by student/family contribution:</b>				800.00	
<b>Total Amount that will be supported by district funds for students who lack sufficient resources:</b>				100%	
<b>Total Amount that will be supported by fund-raising and type of fund-raising activity &amp; funding source:</b>				2000	
<b>Total Substitute Teacher(s) Days and Total Cost for Substitute Teacher(s):</b>				0	

## Budget Codes to be used

Item (Sub/transportation/etc)	Budget Code	Budgeted Amt.
_____	0	_____
_____	0	_____
_____	0	_____
_____	0	_____
_____	0	_____

**Trip Itinerary and Educational Rationale:** Attach written draft including trip itinerary and explaining educational value. Attach a copy of any item pertinent to the event, e.g. brochure. Please see space below for signatures:

Approved by:

\_\_\_\_\_  
**Principal**

\_\_\_\_\_  
**District Designee**

\_\_\_\_\_  
**Superintendent**

Board Agenda Date:

### Process Review

- Read the memo
- Fill out Field Trip Request (including budget codes)
- Voluntary Excursion Field Trip Notice
- Parent Consent Forms
- Enclose any contracts
- Certificate of Transportation

The Mills Music Department travels to Southern California to participate in the Disney Youth Music workshop. Throughout the workshop, students will hone fundamental skills like intonation, balance, and tone quality, as well as learn how phrasing, dynamics, and articulation can add emotion to any piece of music. Disney music professionals will share insights about the high expectations of being a professional musician and how to succeed in the field. Endorsed by the National Association for Music Education, this workshop is sure to hit all the right notes for your band or orchestra.

I have attached an itinerary we followed on our last such trip.

Thanks you

Dave Gregoric

Director of Music

Mills High School

✦ Two 56-passenger coaches for this trip ✦

# MILLS HIGH SCHOOL BAND ✦ CHOIR ✦ ORCHESTRA

**Pick up at: 400 Murchison Dr, Millbrae, CA 94030**

<b>Friday</b> 2/15/19	<b>Saturday</b> 2/16/19	<b>Sunday</b> 2/17/19	<b>Monday</b> 2/18/19
<p><b>6:30 AM</b> 2 Buses arrive at School</p> <p><b>7:00 AM</b> Depart for Southern California</p>	<p><b>8:30 AM</b> Depart for Disneyland Drop off group @ Toy Story Lot</p> <p>Drivers are free all day</p>	<p><b>9:00 AM</b> Depart for Disneyland Drop off group @ Toy Story Lot</p> <p><b>10:55 AM</b> Bus 1 (instruments) Arrives at Vehicle Inspection Then goes to <b>Cast Place Entrance</b></p>	<p><b>8:30 AM</b> Load Buses</p> <p><b>9:00 AM</b> Depart for Home</p>
<p>Meal Stop (Fast food)</p> <p><b>3:30 PM</b> Arrive at Hotel (Embassy Suites, Santa Ana)</p>	<p><b>2:30 PM</b> Choir meets at Toontown</p> <p><b>3:00 to 4:30 PM</b> Soundtrack Vocal Workshop</p>	<p><b>11:30 AM</b> Band &amp; Orchestra meets at Toontown</p> <p><b>12:00 to 1:30 PM</b> Band &amp; Orchestra Workshops @ DL</p> <p><b>2:15 PM</b> Bus 1 is released from backstage area</p>	<p>Meal Stop (Fast food)</p>
<p>Drivers are done for the night</p> <p><b>5:30 PM</b> Pizza dinner at the hotel</p> <p>6:30 to 8:30 PM Group activity in ballroom</p>	<p><b>11:00 PM</b> Pick up group Depart for Hotel</p>	<p><b>11:00 PM</b> Pick up group Depart for Hotel</p>	<p><b>6:00 PM</b> Arrive back at School</p>

**Bus Company, Royal Coach Tours** - 630 Stockton Ave, San Jose, CA 95126 (408) 279-4801

**Embassy Suites Hotel** - 1325 East Dyer Road, Santa Ana, CA 92705 (714) 241-3800

**New → Disneyland - Toy Story Parking Lot** - 1900 S Harbor Blvd, Anaheim, CA 92803  
**Drop-off and pick-up group in the Toy Story Parking Lot**  
 (Enter off of South Harbor Blvd – East on Convention Way)

**Disney Vehicle Inspection is located at: 1100 W Ball Rd, Anaheim, CA 92802**  
 (Intersection of Ball Road & West Place ✦ Go South at West Place)

**Disneyland Cast Place Entrance** - 1000 West Ball Road, Anaheim, CA 92802 (Ball Rd & Cast Place)

**Eric Spidell, MusicTrip.com Inc. cell phone (310) 503-2057**