

DATE: September 24, 2015

TYPE OF AGENDA ITEM: CONSENT ITEM

TO: Stanley Rose III, Ed.D., Superintendent and Board of Trustees

FROM: Kathie Kanavel Assistant Superintendent,
Educational Services

K Kanavel

PREPARED BY: Laurie Stapleton, Ph.D., Director, Secondary Education
Lori Paolinetti, Director, Elementary Education

SUBJECT: Approval of student overnight field trips from Wilcox High School, Bowers, Haman, Pomeroy Elementary Schools, and Peterson Middle School

ADMINISTRATIVE SUMMARY

Five field trips involving overnight travel have been submitted for Board approval in accordance with Board Policy and Administrative Regulation 6153.

All provisions of BP/AR 6153 will be met. No student will be denied the opportunity to attend due to financial difficulties.

School	Destination	Dates
Wilcox	DECA Leadership & Comprehensive Excellence Conference, San Jose, CA	November 13-November 15, 2015
Wilcox	Western States Tournament Girls Varsity Water Polo, Modesto, CA	October 15-October 17, 2015
Bowers	YMCA Camp Campbell Outdoor Science School, Boulder Creek, CA	December 15-December 18, 2015
Haman	YMCA Camp Campbell Outdoor Science School, Boulder Creek, CA	March 1-March 4, 2016
Pomeroy	YMCA Camp Campbell Outdoor Science School, Boulder Creek, CA	June 6-June 9, 2016
Peterson	Catalina Island Marine Institute, Catalina, CA	October 15-October 18, 2015

RECOMMENDATION

It is recommended the Board approve the overnight field trips listed above.



ADRIAN C. WILCOX HIGH SCHOOL

3250 Monroe Street
Santa Clara, CA 95051
PH (408) 423-2400 / FAX (408) 423-2480
www.wilcox.schoolloop.com

Kristin Gonzalez, Principal
kgonzalez@scusd.net
(408) 423-2401

"To prepare students of all ages and abilities to succeed in an ever-changing world."

DATE: September 24, 2015

TYPE OF AGENDA ITEM: Consent

TO: Stanley Rose III, Ed.D., Superintendent

FROM: Laurie Stapleton, Director of Secondary Education

PREPARED BY: Kristin Gonzalez, Principal, Wilcox High School

SUBJECT: Wilcox High School DECA

ADMINISTRATIVE SUMMARY:

DECA is an International Career Technical Student Organization (CTSO), with affiliated chapters in California. DECA prepares students to be academically prepared, community oriented, professionally responsible, experienced leaders. Wilcox High School joined DECA in September 2014.

The Silicon Valley District will be holding a DECA Leadership and Comprehensive Excellence Conference at the Double Tree by Hilton San Jose on November 13, 14, and 15. In order for students to participate, DECA requires that students stay overnight at the hotel on November 13 and 14.

The registration fee for the conference is \$95 per participant (for students and advisors). The hotel fee is \$273.94 per room (including taxes and fees for the two required nights combined). Each room can accommodate up to 4 persons (of the same gender). Chaperones will not share rooms with students. The final number of students attending is yet to be determined.

Since this conference focuses on leadership training, our chapter has chosen to limit participation to chapter officers. Grant monies will be used to cover costs. No officers will be denied participation due to the lack of funds.

Students are responsible for their own transportation to and from the event. Once students arrive at the conference they will remain at the hotel until the close of the conference Sunday, November 15 at noon. Overnight accommodations will be processed via SCUSD guidelines.

All provisions of District Policy BP/AR 6153 will be adhered to.

RECOMMENDATION:

It is recommended that the Board of Education approve the field trip to the DECA Leadership and Comprehensive Excellence Conference in San Jose, November 13-15.

FINANCIAL IMPACT: None



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September 24, 2015

Santa Clara Unified School District
Board of Education
1889 Lawrence Rd.
Santa Clara, CA 95051

Dear Board of Trustees:

I approve of the Wilcox High School DECA Team to attend the DECA Leadership & Comprehensive Excellence Conference.

The students attending this leadership conference will be provided leadership training to prepare them academically and to be community oriented responsible leaders.


The leadership conference will be held from November 13 – November 15, 2015 at the Double Tree by Hilton, in San Jose, California. Overnight accommodations will be processed via SCUSD guidelines. Transportation will be provided by each individual student.

The registration fee is \$95.00 per participant (for students and advisors). No student will be denied participation due to the lack of funds. Fundraisers will be held in order to defray the costs of the trip.

The field trip will be chaperoned by Janet Armstrong and Tony Raffetto, Teachers/Advisors.

All provisions of District Policy 6153 will be met.

Sincerely,



Kristin Gonzalez
Principal

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Wilcox School hereby applies for approval to conduct a field trip to
DECA Silicon Valley Leadership & Competative Excellence Conf.

1. Inclusive dates of trip: Nov 13 - 15, 2015 NOT DURING TESTING: Principal's Initials

2. Purpose of trip: for DECA officers to attend the local leadership conference

3. Name of Group: Wilcox High School DECA Chapter Officers
(e.g., U.S. History Class, Choral group)

4. Number of students attending: 9 Boys: 5 Girls: 4

5. Travel Arrangements:
☐ Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☐ Transportation will be by Private Auto (all drivers' approval done in advance by the Transportation Dept.)
☐ Other: All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)

6. Cost of trip financed by: CTE Funds and donations

7. Describe fund-raising activities, if any: Pasta Dinner Fundraiser
☐ Attachment - if any

8. Name of certificated employee(s) in charge of trip: Janet Armstrong & Anthony Raffetto
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)

9. *Number of chaperones: 2

10. *Names of staff members who will provide supervision of students. Janet Armstrong,
Anthony Raffetto
*Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the Director of Elementary/Secondary Education to be approved by the Board **AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☒ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature Janet Armstrong Date: 9-9-15

Principal's Signature [Signature] Date: 9/10/15

Director - Elementary/Secondary Education Signature [Signature] Date: SEP 11 2015

BOARD APPROVAL DATE: _____



ADRIAN C. WILCOX HIGH SCHOOL

3250 Monroe Street
Santa Clara, CA 95051
PH (408) 423-2400 / FAX (408) 423-2480
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Kristin Gonzalez, Principal
kgonzalez@scusd.net
(408) 423-2401

"To prepare students of all ages and abilities to succeed in an ever-changing world."

DATE: SEPTEMBER 24, 2015

TYPE OF AGENDA ITEM: CONSENT

TO: BOARD OF EDUCATION

FROM: STAN ROSE, ED.D., SUPERINTENDENT

SUBJECT: WILCOX HIGH SCHOOL – GIRLS VARSITY WATER POLO TEAM TO PARTICIPATE IN
WESTERN STATES TOURNAMENT - MODESTO, CA, OCTOBER 15 - 17, 2015

ADMINISTRATIVE SUMMARY: Members of the Wilcox girls' varsity water polo team will participate in the largest girls' high school water polo event in Northern California. The tournament includes 48 participating varsity teams from three different states. While at the tournament in Modesto, students will be able to implement many of Wilcox's Student Learner Outcomes (SLO'S) including: 1) demonstrating integrity, responsibility, and perseverance, 2) using creative and critical thinking skills, and 3) performing a variety of roles with a team. Team sports lend themselves to fulfilling the requirements of the SLO's, but an arduous tournament schedule requires focus all the more. These players are among the top students in the school and the bonds that they create while on this team, and enhance while on this trip, will continue throughout their lives. Furthermore, the relationships cultivated while on this trip will generate future networking connections to help bolster the already solid Wilcox community.

Approximately 12 team members will attend the tournament, which will be held in Modesto, CA. The team will be accompanied by Coach Scott Blake and other parents/SCUSD approved chaperones.

The tournament fee is \$300.00. Fundraising efforts are in progress. No student will be denied the opportunity to attend due to financial difficulty. Overnight accommodations will be processed via SCUSD guidelines.

TRANSPORTATION: Transportation will be provided by the coach and parents/chaperones that are SCUSD approved.

DISTRICT POLICY: All provisions of District Policy 6153 will be met.

RECOMMENDATION: It is recommended that the Board approve the Western States Tournament field trip.

FINANCIAL IMPACT: none



ADRIAN C. WILCOX HIGH SCHOOL

3250 Monroe Street
Santa Clara, CA 95051
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Kristin Gonzalez, Principal
kgonzalez@scusd.net
(408) 423-2401

"To prepare students of all ages and abilities to succeed in an ever-changing world."

September 24, 2015

Santa Clara Unified School District
Board of Education
1889 Lawrence Rd.
Santa Clara, CA 95051

Dear Board of Trustees:

I approve of the Wilcox High School Girls Varsity Water Polo Team to attend the Western States Tournament, October 15 – 17, 2015, in Modesto, California.

Water polo team members will benefit from competing with higher level competition in addition to team bonding.

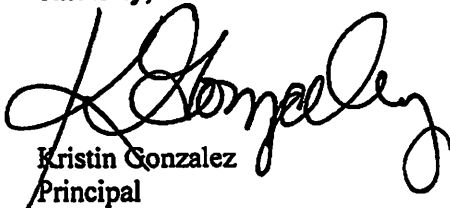
Transportation will be provided by the water polo coach, Scott Blake and additional volunteer parents. Volunteer drivers will adhere to the SCUSD volunteer requirements.

The tournament fee is \$300.00. Overnight accommodations will be processed via SCUSD guidelines. No student will be denied participation due to the lack of funds. Fundraisers have been held in order to defray the cost of the trip.

The field trip will be chaperoned by Scott Blake, Water Polo coach and by parents/SCUSD chaperones.

All provisions of District Policy 6153 will be adhered to.

Sincerely,



Kristin Gonzalez
Principal

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Wilcox School hereby applies for approval to conduct a field trip to Modesto, CA.

1. Inclusive dates of trip: OCT 15, 2015 → OCT 17, 2015 ☐ NOT DURING TESTING: See attached
Principal's Initials
2. Purpose of trip: Western States Girls Varsity Water Polo Tournament.
- competition, participation in a 5-game tournament.
3. Name of Group: Girls Varsity Water Polo
(e.g., U.S. History Class, Choral group)
4. Number of students attending: _____ Boys: _____ Girls: 12
5. Travel Arrangements:
☐ Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☒ Transportation will be by Private Auto (all drivers' approval done in advance by the Transportation Dept.)
☐ Other: All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)
6. Cost of trip financed by: Girls Water Polo account funds
7. Describe fund-raising activities, if any: 2014 Girls NJSO fundraiser, Lady Champs 2014/2015.
☐ Attachment – if any
8. Name of certificated employee(s) in charge of trip: Scott Blake
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)
9. *Number of chaperones: 3
10. *Names of staff members who will provide supervision of students: Scott Blake

***Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).**

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the Director of Elementary/Secondary Education to be approved by the Board **AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☐ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature Scott Blake Date: 9/9/15

Principal's Signature [Signature] Date: 9/10/15

Director – Elementary/Secondary Education Signature [Signature] Date: SEP 10 2015

BOARD APPROVAL DATE: _____

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Wilcox School hereby applies for approval to conduct a field trip to Modesto, CA.

1. Inclusive dates of trip OCT 15, 2015 → OCT 17, 2015 ☒ NOT DURING TESTING KG Principal's Initials
2. Purpose of trip. Western States Girls Varsity Water Polo Tournament.
- competition, participation in a 5-game tournament.
3. Name of Group Girls Varsity Water Polo
(e.g., U.S. History Class, Choral group)
4. Number of students attending _____ Boys _____ Girls 12
5. Travel Arrangements
☐ Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☒ Transportation will be by Private Auto (all drivers approval done in advance by the Transportation Dept.,
☐ Other All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)
6. Cost of trip financed by Girls Water Polo account funds
7. Describe fund-raising activities if any 2014 Girls NJO fundraiser, Lady Champs 2014/2015.
☐ Attachment - if any _____
8. Name of certificated employee(s) in charge of trip: Scott Blake
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)
9. *Number of chaperones. 3
10. *Names of staff members who will provide supervision of students Scott Blake

Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the Director of Elementary/Secondary Education to be approved by the Board **AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☐ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature Scott Blake Date 9/7/15
Principal's Signature [Signature] Date 9/10/15
Director - Elementary/Secondary Education Signature _____ Date _____

BLARE: APPROVAL DATE: _____

Date of Board Meeting Agenda: September 24, 2015

Type of Agenda Item: Consent

To: Stanley Rose, Ed.D. and Board of Trustees

Prepared by: Lisa Blanc, Principal, Bowers Elementary

Subject: YMCA Camp Campbell Outdoor Science School
December 15-18, 2015

Administrative Summary:

This is to request consent for approximately 55 Bowers fifth grade students to attend YMCA Camp Campbell Outdoor Science School, located at 16275 Highway 9, Boulder Creek, CA 95006 from Tuesday, December 15th, through Friday, December 18th, 2015.

Science School is an extension of our science program. We are requesting school board approval for this overnight field trip. Two teachers, Amber Obico and Sarah Castaneda will chaperone the students. In addition, there are camp naturalists and approximately 10 chaperones recruited from high schools that will assist in the supervision of our students. This program significantly expands upon the classroom learning experiences via a hands-on approach. All students will return the necessary hold harmless agreement against the district and the State of California, as well as the necessary permission to administer medication if it should become necessary.

The cost is \$260.00 per student. Funds to cover the cost of the trip will be secured through a fundraiser and donations from parents. No student will be precluded from attending due to a lack of funds.

Transportation will be provided by District bus.

All provisions of District Policy 6153 will be met.

Recommendation:

It is recommended that the Board approve the field trip to YMCA Camp Campbell Outdoor Science School.

Financial Impact:

None

SANTA CLARA UNIFIED SCHOOL DISTRICT

Bowers Elementary

**Stanley Rose III Ed.D
Superintendent**

**2755 Barkley Avenue, Santa Clara, CA 95051
(408) 423-1100**

**Lisa Blanc
Principal**

**To: Board of Education
From: Lisa Blanc, Principal
Date: September 24th, 2015
RE: Field Trip Approval to Science Camp at YMCA Camp Campbell,
Boulder Creek, CA**

Below is an outline for the Fifth Grade trip to YMCA Camp Campbell Outdoor Science School in Boulder Creek. The program at Camp Campbell provides a natural "laboratory" for intensive instruction in the area of resource conservation, ecology and environmental education. The trip is scheduled for December 15th – December 18th, 2015. The staff members in charge are fifth grade teachers Amber Obico and Sarah Castaneda respectively.

Fifty five students and the classroom teachers will spend their nights in dormitories and hot meals are served three times daily in the dining hall at Camp Campbell. Supervision is provided 24 hours a day by camp staff, the classroom teachers and specially trained volunteer cabin leaders.

Transportation will be provided by school district busses.

The cost per student will be \$260.00. Funds to cover the cost of the trip will be secured by donations from parents and fundraising.

I approve the field trip at this level.

Sincerely,



**Lisa Blanc
Principal**

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Bowers Elementary School hereby applies for approval to conduct a field trip to

1. Inclusive dates of trip: 12/15/15 - 12/18/15 ☒ NOT DURING TESTING: JB
Principal's Initials
2. Purpose of trip: Science Camp YMCA Camp Campbell
3. Name of Group: Fifth grade
(e.g., U.S. History Class, Choral group)
4. Number of students attending: 55 Boys: 28 Girls: 27
5. Travel Arrangements:
☒ Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☐ Transportation will be by Private Auto (all drivers' approval done in advance by the Transportation Dept.)
☐ Other: All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)
6. Cost of trip financed by: Tuition paid by parents and donations
7. Describe fund-raising activities, if any: _____
☐ Attachment – if any
8. Name of certificated employee(s) in charge of trip: Sarah Castaneda and Amber Obico
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)
9. *Number of chaperones: 2
10. *Names of staff members who will provide supervision of students. Amber Obico and Sarah Castaneda (fifth grade teachers)
*Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the Director of Elementary/Secondary Education to be approved by the Board **AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☒ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature: [Signature] Date: 6/10/15
Principal's Signature: [Signature] Date: 6/10/15
Director – Elementary/Secondary Education Signature: [Signature] Date: SEP 04 2015

BOARD APPROVAL DATE: _____

Santa Clara Unified School District
C. W. Haman Elementary School

Stanley Rose III, Ed.D.
Superintendent

865 Los Padres Boulevard
Santa Clara, CA 95050
408-423-1400 phone
408-423-1480 fax

Kimberly Wakefield
Principal

DATE: September 24, 2015

TYPE OF AGENDA ITEM: CONSENT

TO: Stanley Rose, III, Ed.D.

FROM: Kathie Kanavel, Assistant Superintendent, Education Services

Prepared by: Kimberly Wakefield, Principal, Haman Elementary School

SUBJECT: Haman Elementary Fifth Grade to YMCA Camp Campbell Outdoor Science School

ADMINISTRATIVE SUMMARY:

Outdoor School is a great experience for both students and teachers. Students participate in many activities including hiking, performing skits, and field classes. This opportunity allows teachers to get to know their students in a different environment. Principal, Kimberly Wakefield and other Haman teachers, will visit the students and teachers during the week at camp.

Approximately, 66 fifth grade students will participate. Teachers, Mrs. Seeger and Mrs. Carscadden will accompany the students. The cost per student is \$260.00. The cost per teacher is \$190.00. A number of fundraisers and donations fund this field trip. All students will be provided with the opportunity to attend. No student will be denied.

Haman Elementary School requests permission for our fifth grade students to attend a four day/three night trip to science camp at YMCA Camp Campbell Outdoor Science School from Tuesday, March 1, 2016 through Friday, March 4, 2016. Students will be transported by district school buses. As the principal of Haman Elementary, I approve this field trip.

All provision of District Policy 6153 will be met.

RECOMMENDATION:

It is recommended that the Board of Education approve the field trip to YMCA Camp Campbell Outdoor Science School.

FINANCIAL IMPACT:

None

Santa Clara Unified School District
C. W. Haman Elementary School

Stanley Rose III, Ed.D.
Superintendent

865 Los Padres Boulevard
Santa Clara, CA 95050
408-423-1400 phone
408-423-1480 fax

Kimberly Wakefield
Principal

September 24, 2015

Dear Dr. Rose,

Haman Elementary School requests permission for our fifth grade students to attend a four day/three night trip to science camp at YMCA Camp Campbell Outdoor Science School from Tuesday, March 1, 2016 through Friday, March 4, 2016. Approximately, 66 students will be attending along with fifth grade teachers, Mrs. Seeger and Mrs. Carscadden. Students will be transported by district school buses.

As the principal of Haman Elementary, I approve this field trip.

Sincerely,



Kimberly Wakefield
Principal

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Haman Elementary School hereby applies for approval to conduct a field trip to
YMCA Camp Campbell Outdoor Science School

1. Inclusive dates of trip March 1- March 4, 2016 ☒ NOT DURING TESTING: Wahj
Principal's Initials
2. Purpose of trip: 5th Grade Science Camp to support 5th grade Science Standards
3. Name of Group: Haman Elementary 5th Grade
(e.g., U.S. History Class, Choral group)
4. Number of students attending: 66 Boys: 33 Girls: 33
5. Travel Arrangements:
☒ X Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☐ Transportation will be by Private Auto (all drivers' approval done in advance by the Transportation Dept.)
☐ Other: All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)
6. Cost of trip financed by: Haman Elementary
7. Describe fund-raising activities, if any: various fundraisers, donations
☐ Attachment – if any
8. Name of certificated employee(s) in charge of trip: Kimberly Wakefield
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)
9. *Number of chaperones: 2
10. *Names of staff members who will provide supervision of students. Kimberly Seeger and Courtney Carscadden

*Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the Director of Elementary/Secondary Education to be approved by the Board **AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☐ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature Wahj Date: 9/8/15
Principal's Signature Wahj Date: 9/8/15
Director – Elementary/Secondary Education Signature Jon Robinson Date: 9/9/15

BOARD APPROVAL DATE: _____

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Pomeroy School hereby applies for approval to conduct a field trip to
YMCA Camp Campbell Outdoor Science School

1. Inclusive dates of trip: 6/6/16-6/9/16 ☒ NOT DURING TESTING: JK
Principal's Initials

2. Purpose of trip: Participation will allow students to expand upon their classroom learning experiences

3. Name of Group: 3-Fifth Grade Classes
(e.g., U.S. History Class, Choral group)

4. Number of students attending: approx.. 80 Boys: _____ Girls: _____

5. Travel Arrangements:

- ☒ Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☐ Transportation will be by Private Auto (all drivers' approval done in advance by the Transportation Dept.)
☐ Other: All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)

6. Cost of trip financed by: Donations and fundraisers

7. Describe fund-raising activities, if any: Catalog fundraisers, PTA donations, hot chocolate sales
☐ Attachment – if any

8. Name of certificated employee(s) in charge of trip: Ms. Thieme, Ms. Livers, Ms. Mayfield
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)

9. *Number of chaperones: 3

10. *Names of staff members who will provide supervision of students. Ms. Thieme, Ms. Livers, Ms. Mayfield

**Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).*

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the Director of Elementary/Secondary Education to be approved by the Board **AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☒ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature Tricia McNeill Date: 9/10/15

Principal's Signature Tricia McNeill Date: 9/10/15

Director – Elementary/Secondary Education Signature Ben Polinetti Date: SEP 10 2015

BOARD APPROVAL DATE: _____

DATE: September 24, 2015

TYPE OF AGENDA ITEM: CONSENT

TO: Stanley Rose, III, Ed.D.

FROM: Kathy Kanavel, Assistant Superintendent, Education Services

PREPARED BY: Tricia Ringel, Principal, Pomeroy Elementary School

SUBJECT: Science Camp, June 6, 2016 to June 9, 2016

ADMINISTRATIVE SUMMARY:

Pomeroy Elementary School's Fifth grade will attend the YMCA Camp Campbell Outdoor Science School in Boulder Creek from June 6, 2016 to June 9, 2016. Participation in this program will allow students to expand upon their classroom learning experiences.

Approximately 80 fifth grade students will participate. Classroom teachers, Ms. Thieme, Ms. Livers and Ms. Mayfield will accompany the students.

The cost per student is \$275. Money to cover the cost of this program will be received through donations and fundraisers. Scholarships are available for students. No student will be denied due to financial difficulties.

Transportation will be provided by Santa Clara Unified Transportation Department.

All provisions of District Policy 6153 will be met.

RECOMMENDATION:

It is recommended that the Board approve the field trip to the YMCA Camp Campbell Outdoor Science School.

FINANCIAL IMPACT:

NONE

Pomeroy Elementary School

**Stanley Rose, Ed.D.
Superintendent**

**1250 Pomeroy Avenue
Santa Clara, California 95051
Telephone (408) 423-3800
Fax (408) 423-3880**

**Tricia Ringel
Principal**

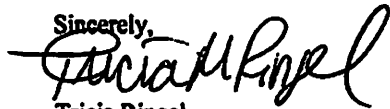
September 24, 2015

Dear Board of Trustees:

Pomeroy Elementary School requests permission for our fifth grade students to attend a four day/three night trip to science camp at the YMCA Camp Campbell Outdoor Science School in Boulder Creek, CA from Monday, June 6, 2016 through Thursday, June 9, 2016. Approximately 80 students will be attending along with fifth grade teachers, Ms. Thieme, Ms. Livers, and Ms. Mayfield. Students will be transported by district school bus and luggage and personal items by district truck.

As principal of Pomeroy Elementary School, I approve this field trip.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tricia Ringel', written over the printed name.

**Tricia Ringel
Principal**

Santa Clara Unified School District
MARIAN A. PETERSON MIDDLE SCHOOL
1380 Rosalia Avenue, Sunnyvale, CA 94087 • (408) 423-2800

"To prepare students of all ages and abilities to succeed in an ever-changing world"

September 24, 2015

Board of Education
Santa Clara Unified School District
1889 Lawrence Rd.
Santa Clara, CA 95052

Dear Esteemed Board of Trustees,

Administrative Summary:

The Catalina Island Marine Institute program provides an opportunity for members of the Marine Biology Club at Peterson Middle School to interact with living ecosystems as well as provide the opportunity to apply the knowledge they have gained in the club meetings. Students will do this through hands-on labs that allow them the opportunity to touch and feel living organisms that traditionally they would not have access to. They will take a boat into the ocean to measure the physical properties of the ocean. They will also spend a significant amount of time snorkeling in the water off Toyon Bay in order to see marine organisms in their natural habitat.

Eighty-five (85) members of the Marine Biology Club will attend; in addition, 3 teachers, and 4 parents will participate and chaperone the event. The cost of the trip will be covered by donations. No member of the Marine Biology Club will be denied participation on the field trip due to lack of funds.

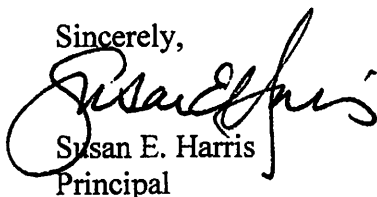
Participants will travel round trip from Peterson Middle School to the Long Beach ferry terminal on a Royal Coach Bus. Round trip transportation to Catalina Island will be via the ferry. Students will be staying at the Catalina Island Marine Institute at Toyon Bay.

All provisions of District Policy 6153 will be met.

I approve the trip to Catalina Island area for our Marine Biology Club students under the guidance of Mr. Demetrius Asekomeh. The trip will be from October 15 to October 18, 2015.

All district guidelines have been followed.

Sincerely,



Susan E. Harris
Principal

Susan E. Harris, Principal – Andy Masur, Vice Principal
sharris@scusd.net amasur@scusd.net

An equal Opportunity Employer – With Non-Discriminatory Programs and Activities

Santa Clara Unified School District
MARIAN A. PETERSON MIDDLE SCHOOL
1380 Rosalia Avenue, Sunnyvale, CA 94087 • (408) 423-2800

"To prepare students of all ages and abilities to succeed in an ever-changing world"

Date: September 24, 2015

Type of Agenda Item: CONSENT

To: Board of Trustees

From: Dr. Stanley Rose, Superintendent

Prepared by: Susan Harris, Principal, Peterson Middle School

Subject: Peterson Middle School Marine Biology Club to Catalina Island Marine Institute, Toyon Bay, California – Oct. 15-18, 2015

Administrative Summary:

The Catalina Island Marine Institute program provides an opportunity for members of the Marine Biology Club at Peterson Middle School to interact with living ecosystems as well as provide the opportunity to apply the knowledge they have gained in the club meetings. Students will do this through hands-on labs that allow them the opportunity to touch and feel living organisms that traditionally they would not have access to. They will take a boat into the ocean to measure the physical properties of the ocean. They will also spend a significant amount of time snorkeling in the water off Toyon Bay in order to see marine organisms in their natural habitat.

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All provisions of District Policy 6153 will be met.

Recommendation:

It is recommended that the Board approve the field trip to Catalina Island Marine Institute.


Financial Impact:

None

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Peterson Middle School hereby applies for approval to conduct a field trip to
Catalina Island Marine Institute

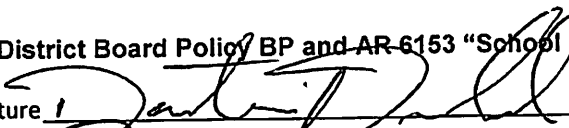
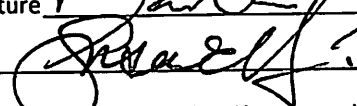
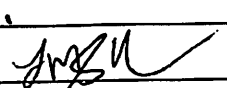
1. Inclusive dates of trip: Oct. 15 - 18, 2015 ☒ NOT DURING TESTING: 
Principal's Initials
2. Purpose of trip: Scientific experience
3. Name of Group: Peterson Marine Biology Club
(e.g., U.S. History Class, Choral group)
4. Number of students attending: 84 Boys: 42 Girls: 42
5. Travel Arrangements:
☐ Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☐ Transportation will be by Private Auto (all drivers' approval done in advance by the Transportation Dept.)
☒ Other: All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)
6. Cost of trip financed by: donations & scholarships from CIMI
7. Describe fund-raising activities, if any: _____
☐ Attachment – if any
8. Name of certificated employee(s) in charge of trip: Demetrius Asekomeh
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)
9. *Number of chaperones: 4
10. *Names of staff members who will provide supervision of students. _____

****Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).***

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the **Director of Elementary/Secondary Education** to be approved by the Board **AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☒ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature  Date: 9/8/2015
Principal's Signature  Date: 9/8/15
Director – Elementary/Secondary Education Signature  Date: SEP 09 2015

BOARD APPROVAL DATE: _____