

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: PRHS Men's Soccer Student Grade(s) attending: 10-12  
 Destination: Clovis High School, Clovis, Ca.  
 Dates/Times:  
 Leave Day: Thursday Date: 12/13/2018 Time: 5:00 P.M. Return: Saturday Date: 12/15/2018 Time: 5:00 P.M.  
 School Day:  Yes  
 Purpose of trip: Preseason competition  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 5:00 p.m, check-in hotel, dinner, lights out @ 10:00 p.m  
Friday: Have breakfast, play in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, play in tournament competition, have dinner, return to PRHS @ 5:00 p.m.  
 Name of Requestor(s)/Teacher(s): Omar McPherson Date: 10/29/2018

**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: 21  
 Number of female chaperones attending: \_\_\_\_\_ Number of male chaperones attending: 3

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00  
 Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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>Rich Clark</u>	<u>[Signature]</u>	<u>11-26-18</u>
Director (Print name)	Signature	Date
<u>CAROL KENYON</u>	<u>[Signature]</u>	<u>11-29-18</u>
Chief Officer (Print name)	Signature	Date

**PRJUSD BOARD ACTION**

YOUR FIELD TRIP HAS BEEN:       APPROVED       DENIED

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PLEASE TYPE IN INFORMATION

School Site/Organization: PRHS Women's Basketball Student Grade(s) attending: 10-12  
 Destination: Seaside High School, Seaside, Ca.  
 Dates/Times:  
 Leave Day: Wednesday Date: 12/26/2018 Time: 7:00 A.M. Return: Saturday Date: 12/29/2018 Time: 5:00 P.M.  
 School Day:  Yes  
 Purpose of trip: Preseason competition  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 7:00 a.m, check-in hotel, play in tournament competition, dinner, lights out @ 10:00 p.m  
Thurs-Fri: Have breakfast, play in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, play in tournament competition, have dinner, return to PRHS @ 5:00 p.m.  
 Name of Requestor(s)/Teacher(s): Lonzo Davis Date: 10/29/2018

**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: 12 Number of male students attending: \_\_\_\_\_  
 Number of female chaperones attending: 1 Number of male chaperones attending: 1

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00  
 Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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.

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- Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff

<u>Rich Clafu</u>	<u>R Clafu</u>	<u>11-26-18</u>
Director (Print name)	Signature	Date
<u>CAROL KENYON</u>	<u>Carol Kenyon</u>	<u>11-29-18</u>
Chief Officer (Print name)	Signature	Date

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PLEASE TYPE IN INFORMATION

School Site/Organization: PRHS Wrestling Student Grade(s) attending: 10-12  
 Destination: Clovis High School, Clovis, Ca.  
 Dates/Times:  
 Leave Day: Thursday Date: 1/03/2019 Time: 5:00 P.M. Return: Saturday Date: 1/05/2019 Time: 9:00 P.M.  
 School Day:  No  
 Purpose of trip: Preseason tournament  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 5:00 p.m, Arrive at hotel, dinner, lights out at 10:00 p.m.  
Friday: Have breakfast, participate in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, participate in tournament competition, have dinner, return to PRHS @ 9:00 p.m.  
 Name of Requestor(s)/Teacher(s): John Azevedo Date: 10/29/2018

**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: 14  
 Number of female chaperones attending: \_\_\_\_\_ Number of male chaperones attending: 3

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00

Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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.

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<u>Rich Clate</u>	<u>[Signature]</u>	<u>11-26-18</u>
Director (Print name)	Signature	Date
<u>CAROL KENYON</u>	<u>[Signature]</u>	<u>11-29-18</u>
Chief Officer (Print name)	Signature	Date

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PLEASE TYPE IN INFORMATION

School Site/Organization: PRHS Wrestling Student Grade(s) attending: 10-12  
 Destination: Cerritos College, Cerritos, Ca.  
 Dates/Times:  
 Leave Day: Thursday Date: 1/03/2019 Time: 5:00 P.M. Return: Saturday Date: 1/05/2019 Time: 9:00 P.M.  
 School Day:  No  
 Purpose of trip: Preseason tournament  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 5:00 p.m. Arrive at hotel, dinner, lights out at 10:00 p.m.  
Friday: Have breakfast, participate in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, participate in tournament competition, have dinner, return to PRHS @ 9:00 p.m.  
 Name of Requestor(s)/Teacher(s): John Azevedo Date: 10/29/2018

**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: 14  
 Number of female chaperones attending: \_\_\_\_\_ Number of male chaperones attending: 3

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00  
 Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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.

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<u>Rich Clayton</u>	<u>R Clayton</u>	<u>11-26-18</u>
Director (Print name)	Signature	Date
<u>CAROL KENTON</u>	<u>Carol Kenton</u>	<u>11-29-18</u>
Chief Officer (Print name)	Signature	Date

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PLEASE TYPE IN INFORMATION

School Site/Organization: PRHS Wrestling Student Grade(s) attending: 10-12  
 Destination: Gilroy High School, Gilroy, Ca.  
 Dates/Times:  
 Leave Day: Thursday Date: 1/24/2019 Time: 5:00 P.M. Return: Saturday Date: 1/26/2019 Time: 9:00 P.M.  
 School Day:  Yes  
 Purpose of trip: Preseason tournament  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 5:00 p.m. Arrive at hotel, dinner, lights out at 10:00 p.m.  
Friday: Have breakfast, participate in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, participate in tournament competition, have dinner, return to PRHS @ 9:00 p.m.  
 Name of Requestor(s)/Teacher(s): John Azevedo Date: 10/29/2018

**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: 14  
 Number of female chaperones attending: \_\_\_\_\_ Number of male chaperones attending: 3

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00  
 Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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**

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 Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff

Rich Clayton \_\_\_\_\_ R Clayton \_\_\_\_\_ 11-26-19  
 Director (Print name) Signature Date  
CARDL KENYON \_\_\_\_\_ Carol Kenyon \_\_\_\_\_ 11-29-18  
 Chief Officer (Print name) Signature Date

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PLEASE TYPE IN INFORMATION

School Site/Organization: PRHS Wrestling Student Grade(s) attending: 10-12  
 Destination: Shafter High School, Shafter Ca.  
 Dates/Times:  
 Leave Day: Thursday Date: 2/07/2019 Time: 5:00 P.M. Return: Saturday Date: 2/09/2019 Time: 9:00 P.M.  
 School Day:  Yes  
 Purpose of trip: CIF tournament  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 5:00 p.m, Arrive at hotel, dinner, lights out at 10:00 p.m.  
Friday: Have breakfast, participate in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, participate in tournament competition, have dinner, return to PRHS @ 9:00 p.m.  
 Name of Requestor(s)/Teacher(s): John Azevedo Date: 10/29/2018

**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: 14  
 Number of female chaperones attending: \_\_\_\_\_ Number of male chaperones attending: 3

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00  
 Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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.

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Rich Clark \_\_\_\_\_ R Clark \_\_\_\_\_ 11-26-18  
 Director (Print name) Signature Date  
CAROL KENYON \_\_\_\_\_ Carol Kenyon \_\_\_\_\_ 11-29-18  
 Chief Officer (Print name) Signature Date

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PLEASE TYPE IN INFORMATION

School Site/Organization: PRHS Wrestling Student Grade(s) attending: 10-12  
 Destination: Lemoore High School, Lemoore Ca.  
 Dates/Times:  
 Leave Day: Thursday Date: 2/14/2019 Time: 5:00 P.M. Return: Saturday Date: 2/16/2019 Time: 9:00 P.M.  
 School Day:  Yes  
 Purpose of trip: CIF tournament  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 5:00 p.m, Arrive at hotel, dinner, lights out at 10:00 p.m.  
Friday: Have breakfast, participate in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, participate in tournament competition, have dinner, return to PRHS @ 9:00 p.m.  
 Name of Requestor(s)/Teacher(s): John Azevedo Date: 10/29/2018

**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: 14  
 Number of female chaperones attending: \_\_\_\_\_ Number of male chaperones attending: 3

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00  
 Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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.

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 Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff

Rich Clater \_\_\_\_\_ R Clater \_\_\_\_\_ 11-26-18  
 Director (Print name) Signature Date  
CAROL KENYON \_\_\_\_\_ Carol Kenyon \_\_\_\_\_ 11-29-18  
 Chief Officer (Print name) Signature Date

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PLEASE TYPE IN INFORMATION

School Site/Organization: PRHS Wrestling Student Grade(s) attending: 10-12  
 Destination: Rabobank Arena, Bakersfield, Ca.  
 Dates/Times:  
 Leave Day: Wednesday Date: 2/20/2019 Time: 5:00 P.M. Return: Saturday Date: 2/23/2019 Time: 9:00 P.M.  
 School Day:  Yes  
 Purpose of trip: CIF tournament  
 \_\_\_\_\_  
 Brief Itinerary: Depart PRHS @ 5:00 p.m. Arrive at hotel, dinner, lights out at 10:00 p.m.  
Thurs-Fri: Have breakfast, participate in tournament competition, have dinner, return back to hotel, lights out at 10:00 p.m.  
Saturday: Have breakfast, participate in tournament competition, have dinner, return to PRHS @ 9:00 p.m.  
 Name of Requestor(s)/Teacher(s): John Azevedo Date: 10/29/2018

**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: 14  
 Number of female chaperones attending: \_\_\_\_\_ Number of male chaperones attending: 3

Type of transportation:  District Van If other explain: \_\_\_\_\_  
 \*\*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\$ 1,000.00  
 Funding source: PRJUSD Athletic Transportation / PRHS Bearcat Athletic Boosters

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

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- Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff

<u>Rich Azevedo</u>	<u>R Azevedo</u>	<u>11-26-18</u>
Director (Print name)	Signature	Date
<u>CAROL KENTON</u>	<u>Carol Kenton</u>	<u>11-29-18</u>
Chief Officer (Print name)	Signature	Date

PRJUSD BOARD ACTION

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PLEASE TYPE IN INFORMATION

School Site/Organization: Paso Robles High School G.E.O. Class Student Grade(s) attending: 12

Destination: San Luis Obispo, Montana de Oro

Dates/Times:  
 Leave Day: Saturday Date: 1/12/2019 Time: 7 A.M. Return: Sunday Date: 1/13/2019 Time: 2 P.M.

School Day: No

Purpose of trip: The purpose of this trip is to facilitate land rehabilitation process of a local grassland ecosystem, as well as to explore by hiking the local climax communities through 3 separate hikes.

Brief Itinerary: Students will begin the day helping plant purple needlegrass in a land rehabilitation project to take place in San Luis Obispo. After lunch, students will do an afternoon hike through an oak woodland in the Irish hills of San Luis Obispo. Students will camp overnight at Montana de Oro campground and wake up to do a morning hike of Hazard Peak.

Name of Requestor(s)/Teacher(s): Gaylene Ewing Date: 11/29/2018

**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: 22 Number of male students attending: 10  
 Number of female chaperones attending: 3 Number of male chaperones attending: 3

Type of transportation: District Van If other explain: \_\_\_\_\_  
*\*\*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\$ 500.00  
 Funding source: PRHS G.E.O. Club ASB Account

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.

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 Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff

Joseph Williams Director (Print name) [Signature] Signature 11/29/18 Date  
CARD. KENYON Chief Officer (Print name) [Signature] Signature 11-29-18 Date

**PRJUSD BOARD ACTION**

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PLEASE TYPE IN INFORMATION

School Site/Organization: Paso Robles High School Ag Dept/FFA Student Grade(s) attending: 10-12  
 Destination: Monterey, CA  
 Dates/Times:  
 Leave Day: Sunday Date: Jan 27th 2019 Time: 9:00am Return: Tuesday Date: Jan. 28th 2019 Time: 3:00pm  
 School Day: Yes  
 Purpose of trip: California FFA Leadership Conferences for both Made For Excellence (MFE) and the Advanced Leadership Academy (ALA). Taking 14 students for personal growth, leadership and career building.  
 Brief Itinerary: Depart District Transportation by 9:00am. Check in 12:00 for confernece registration, 5 sessions that last all day, dance and curfew by 11:00pm.  
Breakfast at 7:00am followed by morning session begin at 8:15, last session at 10:30 and adjourned by noon.  
Depart for lunch on the road (quick stop at Fast Food and arrive back to District Transportation approx 3:00pm  
 Name of Requestor(s)/Teacher(s): Amanda Gardner Date: November 2, 2018

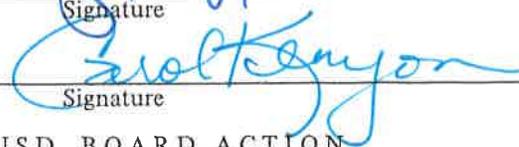
**If male and female students are attending, male and female chaperones must also comply with Board Policy (BP/AR 6153 School Sponsored Trips) Chaperones must be age 21 or older (AR 6153 School Sponsored Trips).**  
**Chaperone Ratios: Day & Overnight Field Trips 1:20, Water Activities 1:10, Backpacking Trips 1:7**  
 Number of female students attending: 7 Number of male students attending: 7  
 Number of female chaperones attending: 1 Number of male chaperones attending: 1

Type of transportation: District Van If other explain: Enterprise Rental  
 \*\*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\$ 3,773.00  
 Funding source: FFA pays Registration, Transportation. Ag Incentive pays Hotel, Perkins pays Subs.

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- Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff

<u>Joseph Williams</u>		<u>11/29/18</u>
Director (Print name)	Signature	Date
<u>CAROL KENYON</u>		<u>11-29-18</u>
Chief Officer (Print name)	Signature	Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN:  APPROVED  DENIED