

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>PRHS/AVID</u>	Student Grade(s) attending: <u>11</u>
Destination: <u>UC Merced and Fresno State</u>	
Dates/Times:	
Leave Day: <u>Friday</u> <input checked="" type="checkbox"/> Date: <u>4/12/2019</u> Time: <u>7:00</u> <small>A.M.</small> <input checked="" type="checkbox"/>	Return: <u>Friday</u> <input checked="" type="checkbox"/> Date: <u>4/12/2019</u> Time: <u>7:00</u> <small>P.M.</small> <input checked="" type="checkbox"/>
School Day: <u>Yes</u> <input checked="" type="checkbox"/>	
Purpose of trip: <u>Allow AVID students to see colleges they might go to.</u>	
Brief Itinerary: <u>Leave PRHS by 7:00am, have tour at UC Merced at 10:00am eat there. Head to Fresno State for tour at 2:00pm leave there by 4:30pm to be back on campus by 7:00pm.</u>	
Name of Requestor(s)/Teacher(s): <u>Krsity Lechuga</u> Date: <u>12/11/2019</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: <u>30</u>	Number of male students attending: <u>29</u>
Number of female chaperones attending: <u>1</u>	Number of male chaperones attending: <u>2</u>

Type of transportation: Charter Bus ☒ 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\$ 1,700.00
Funding source: District AVID

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

CAROL KENYON
Director (Print name)

Signature

12-19-18
Date

CAROL KENYON
Chief Officer (Print name)

Signature

12-19-18
Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN:

☐ APPROVED

☐ DENIED

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT
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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS NOSB Academic Team</u>		Student Grade(s) attending: <u>11-12</u>	
Destination: <u>California State University , Monterey Bay</u>			
Dates/Times:			
Leave Day: <u>Friday</u>	Date: <u>2/1/2019</u>	Time: <u>4:00</u>	P.M. Return: <u>Saturday</u>
	Date: <u>2/2/2019</u>	Time: <u>9:00</u>	P.M.
School Day: <u>No</u>			
Purpose of trip: <u>To use the knowledge acquired through the NOSB club and compete in a regional Marine Biology competition while representing Paso Robles High School</u>			
Brief Itinerary: <u>Pick up at school, drive to Cal State Monterey Bay and check in at Hotel, go out to eat dinner in Monterey Bay.</u>			
<u>Next day wake up and compete in National Ocean Science Bowl, get dinner in Monterey Bay, drive back to PRHS</u>			
Name of Requestor(s)/Teacher(s): <u>Amanda Lincoln</u>		Date: <u>1/7/2019</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: <u>8</u>	Number of male students attending: <u>0</u>
Number of female chaperones attending: <u>2</u>	Number of male chaperones attending: <u>0</u>

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\$ 600.00
Funding source: ASB-NOSB Academic Team

All overnight and day trips must be approved by the site Principal and Director prior to submission to the Chief Officer's office.
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<u>N/A</u> Director (Print name)	<u>Carol Kenyon</u> Signature	<u>1-10-19</u> Date
<u>CAROL KENYON</u> Chief Officer (Print name)	<u>Carol Kenyon</u> Signature	<u>1-10-19</u> Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN: ☐ APPROVED ☐ DENIED

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT
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DAY TRIPS OVER 150 MILES ONE WAY

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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>Paso Robles High School, Paso Robles FFA</u> Student Grade(s) attending: <u>9-12</u>	
Destination: <u>UC Davis</u>	
Dates/Times:	
Leave Day: <u>Friday</u> Date: <u>March 1</u> Time: <u>8:00Am</u>	Return: <u>Saturday</u> Date: <u>March 2nd</u> Time: <u>6:00pm</u>
School Day: <input type="checkbox"/> Yes	
Purpose of trip: <u>FFA CDE Event for Floral Team, Livestock and Veterinary Science Teams, and Creed Contest</u>	
Brief Itinerary: <u>Leave Paso 8:00 am to UC Davis, lunch in Sacramento area, Visit Campus for guided tours, check into hotels 4:00pm. Dinner at local restaurant. Compete Saturday morning 8:00am . Awards, and head home. Arrive back to Paso 6:00pm.</u>	
Name of Requestor(s)/Teacher(s): <u>Amanda Gardner</u> Date: <u>Dec 12, 2018</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: <u>12</u>	Number of male students attending: <u>4</u>
Number of female chaperones attending: <u>3</u>	Number of male chaperones attending: <u>1</u>

Type of transportation: <u>Other</u>	If other explain: <u>Enterprise SUV (3 SUV's needed)</u>
<i>**if private auto, proof of insurance must be filed with District Business Office</i>	
A request for transportation MUST be sent to the Transportation Department including the use of charter transportation.	
Total Cost of Trip\$ <u>1,980.00</u>	
Funding source: <u>FFA Boosters pays Transportation, Aq Incentive Grant pays Hotels, Paso FFA pays Registration Fees.</u>	

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Director (Print name) Kenyon

Signature CAROL KENYON

Date 1-7-19

Chief Officer (Print name) J. Gamola

Signature [Signature]

Date 1/9/19

PRIUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN: ☐ APPROVED ☐ DENIED

Ravery 9.28.16

1 of 4

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT
REQUEST FOR OVERNIGHT FIELD TRIP AND
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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS women's softball</u>	Student Grade(s) attending: <u>10-12</u>
Destination: <u>Buchanan HS - Clovis, Ca.</u>	
Dates/Times:	
Leave Day: <u>Sunday</u> Date: <u>4/14/19</u> Time: <u>5:00</u> P.M.	Return: <u>Tuesday</u> Date: <u>4/16/19</u> Time: <u>8:00</u> P.M.
School Day: <u>Yes</u>	
Purpose of trip: <u>Preseason competition</u>	
Brief Itinerary: <u>Depart PRHS, have dinner in Clovis, check in hotel, lights out at 10:00 p.m.</u>	
<u>Monday: wake up, have breakfast, play in competition, have dinner, lights out at 10:00 p.m.</u>	
<u>Tuesday: wake up, have breakfast, play in competition, have dinner, depart for PRHS</u>	
Name of Requestor(s)/Teacher(s): <u>Billy Tidwell</u> Date: <u>January 7, 2019</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: <u>16</u>	Number of male students attending: _____
Number of female chaperones attending: <u>2</u>	Number of male chaperones attending: <u>3</u>

Type of transportation: <u>District Van</u>	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\$ <u>1,000.00</u>	
Funding source: <u>PRJUSD District Transportation / PRHS Bearcat Athletic Boosters</u>	

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<u>Gen Garibola</u> Director (Print name)	<u>[Signature]</u> Signature	<u>1/10/19</u> Date
<u>CAROL KENYON</u> Chief Officer (Print name)	<u>[Signature]</u> Signature	<u>1-10-19</u> Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN: ☐ APPROVED ☐ DENIED

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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS Men's Volleyball</u>		Student Grade(s) attending: <u>10-12</u>	
Destination: <u>Bullard HS / Madera South H.S - Fresno/Madera. Ca.</u>			
Dates/Times:			
Leave Day: <u>Thursday</u>	Date: <u>03/14/19</u>	Time: <u>1:15</u>	P.M. Return: <u>Saturday</u>
	Date: <u>03/16/19</u>	Time: <u>5:00</u>	P.M.
School Day: <input checked="" type="checkbox"/> Yes			
Purpose of trip: <u>Preseason competition</u>			
Brief Itinerary: <u>Depart PRHS on 3/14 for Bullard HS, stop and have lunch in Kettleman, play in competition, have dinner, depart for Madera Ca</u>			
<u>check in hotel, lights out at 10:00 p.m, Friday: wake up, have breakfast, play in competition, have dinner, return to hotel, lights out at 10:00 p.m</u>			
<u>Saturday: wake up, have breakfast, play in competition, have lunch, depart for PRHS,</u>			
Name of Requestor(s)/Teacher(s): <u>Andrew Nenow</u>		Date: <u>January 7, 2019</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: <u>12</u>
Number of female chaperones attending: _____	Number of male chaperones attending: <u>2</u>

Type of transportation: <u>District Van</u>	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\$ <u>1,000.00</u>	
Funding source: <u>PRJUSD District Transportation, PRHS Bearcat Athletic Boosters</u>	

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

 _____ Director (Print name)	 _____ Signature	<u>1/10/19</u> _____ Date
<u>CAROL KENTON</u> _____ Chief Officer (Print name)	 _____ Signature	<u>1-10-19</u> _____ Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN: ☐ APPROVED ☐ DENIED

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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS Men's Volleyball</u>	Student Grade(s) attending: <u>10-12</u>
Destination: <u>Harbor HS - Santa Cruz, Ca.</u>	
Dates/Times:	
Leave Day: <u>Friday</u> Date: <u>04/19/19</u> Time: <u>5:15</u> P.M.	Return: <u>Saturday</u> Date: <u>04/20/19</u> Time: <u>9:00</u> P.M.
School Day: <u>No</u>	
Purpose of trip: <u>Preseason competition</u>	
Brief Itinerary: <u>Depart PRHS on 4/19 for Santa Cruz, Ca, stop and have dinner in Gilroy, arrive at hotel, lights out at 10:00 p.m.</u>	
<u>Saturday: wake up, have breakfast, play in competition, have dinner, depart for PRHS</u>	
Name of Requestor(s)/Teacher(s): <u>Andrew Nenow</u> Date: <u>January 7, 2019</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: <u>12</u>
Number of female chaperones attending: _____	Number of male chaperones attending: <u>2</u>

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 District Transportation, PRHS Bearcat Athletic Boosters

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<u>Jim Gamola</u>	<u>[Signature]</u>	<u>1/10/19</u>
Director (Print name)	Signature	Date
<u>CAROL KENYON</u>	<u>[Signature]</u>	<u>1-10-19</u>
Chief Officer (Print name)	Signature	Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN: ☐ APPROVED ☐ DENIED

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT
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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS Diving</u>		Student Grade(s) attending: <u>10-12</u>	
Destination: <u>Clovis West HS - Clovis, Ca.</u>			
Dates/Times:			
Leave Day: <u>Friday</u>	Date: <u>3/22/19</u>	Time: <u>5:00</u>	P.M. Return: <u>Saturday</u>
	Date: <u>3/23/19</u>	Time: <u>5:00</u>	P.M.
School Day: <u>No</u>			
Purpose of trip: <u>Preseason competition</u>			
Brief Itinerary: <u>Depart PRHS, have dinner in Clovis, check in hotel, lights out at 10:00 p.m.</u>			
<u>Saturday: wake up, have breakfast, participate in competition, have lunch, depart for PRHS</u>			
Name of Requestor(s)/Teacher(s): <u>Donna McRoy</u>		Date: <u>January 7, 2019</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: <u>3</u>	Number of male students attending: <u>3</u>
Number of female chaperones attending: <u>1</u>	Number of male chaperones attending: <u>1</u>

Type of transportation: <u>District Van</u>	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\$ <u>1,000.00</u>	
Funding source: <u>PRJUSD District Transportation / PRHS Bearcat Athletic Boosters</u>	

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<u>Jim Banda</u> Director (Print name)	<u>[Signature]</u> Signature	<u>1/10/19</u> Date
<u>CAROL KENYON</u> Chief Officer (Print name)	<u>[Signature]</u> Signature	<u>1-10-19</u> Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN: ☐ APPROVED ☐ DENIED

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT
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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS swimming</u>		Student Grade(s) attending: <u>10-12</u>	
Destination: <u>Clovis West HS - Clovis, Ca.</u>			
Dates/Times:			
Leave Day: <u>Friday</u>	Date: <u>3/29/19</u>	Time: <u>2:00</u>	P.M. Return: <u>Saturday</u>
	Date: <u>3/30/19</u>	Time: <u>8:00</u>	P.M.
School Day: <input checked="" type="checkbox"/> Yes			
Purpose of trip: <u>Preseason competition</u>			
Brief Itinerary: <u>Depart PRHS, have lunch in Clovis, participate in competition, have dinner, check in hotel, lights out at 10:00 p.m.</u>			
<u>Saturday: wake up, have breakfast, participate in competition, have lunch, depart for PRHS</u>			
Name of Requestor(s)/Teacher(s): <u>Michael Sauret</u>		Date: <u>January 7, 2019</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: <u>14</u>	Number of male students attending: <u>10</u>
Number of female chaperones attending: <u>2</u>	Number of male chaperones attending: <u>2</u>

Type of transportation: <u>District Van</u>	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\$ <u>1,000.00</u>	
Funding source: <u>PRJUSD District Transportation / PRHS Bearcat Athletic Boosters</u>	

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 _____ Director (Print name)	 _____ Signature	<u>11/10/19</u> _____ Date
<u>CAROL KENYON</u> _____ Chief Officer (Print name)	 _____ Signature	<u>1-10-19</u> _____ Date

PRJUSD BOARD ACTION

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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS track & field</u>	Student Grade(s) attending: <u>10-12</u>
Destination: <u>Arcadia HS - Arcadia, Ca.</u>	
Dates/Times:	
Leave Day: <u>Friday</u> Date: <u>4/5/19</u> Time: <u>8:00</u> A.M. Return: <u>Saturday</u> Date: <u>4/6/19</u> Time: <u>10:00</u>	
School Day: <u>Yes</u>	
Purpose of trip: <u>Preseason competition</u>	
Brief Itinerary: <u>Depart PRHS, have breakfast in Bakersfield, have lunch in Arcadia, participate in competition, have dinner, check in hotel, lights out at 10:00 p.m.</u>	
<u>Saturday: wake up, have breakfast, participate in competition, have dinner, depart for PRHS</u>	
Name of Requestor(s)/Teacher(s): <u>Matt Carroll</u> Date: <u>January 7, 2019</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: <u>9</u>	Number of male students attending: <u>9</u>
Number of female chaperones attending: <u>1</u>	Number of male chaperones attending: <u>2</u>

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 District Transportation / PRHS Bearcat Athletic Boosters

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<u>Ten Gavola</u> Director (Print name)	<u>[Signature]</u> Signature	<u></u> Date
<u>CAROL KENYON</u> Chief Officer (Print name)	<u>[Signature]</u> Signature	<u>1-10-19</u> Date

PRJUSD BOARD ACTION

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PLEASE TYPE IN INFORMATION

School Site/Organization: <u>PRHS women's softball</u>		Student Grade(s) attending: <u>10-12</u>
Destination: <u>Clovis East HS - Clovis, Ca.</u>		
Dates/Times:		
Leave Day: <u>Friday</u>	Date: <u>2/15/19</u>	Time: <u>10:00</u> A.M. Return: <u>Saturday</u> Date: <u>2/16/19</u> Time: <u>8:00</u> P.M.
School Day: <input checked="" type="checkbox"/> Yes		
Purpose of trip: <u>Preseason competition</u>		
Brief Itinerary: <u>Depart PRHS, have lunch in Kettleman, play in competition, have dinner, check in hotel, lights out at 10:00 p.m.</u>		
<u>Saturday: wake up, have breakfast, play in competition, have dinner, depart for PRHS</u>		
Name of Requestor(s)/Teacher(s): <u>Billy Tidwell</u>		Date: <u>January 7, 2019</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: <u>16</u>		Number of male students attending: _____
Number of female chaperones attending: <u>2</u>		Number of male chaperones attending: <u>3</u>
Type of transportation: <u>District Van</u> 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\$ <u>1,000.00</u>		
Funding source: <u>PRJUSD District Transportation / PRHS Bearcat Athletic Boosters</u>		
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		
<input type="checkbox"/> Fingerprint clearances for chaperones confirmed		
<input checked="" type="checkbox"/> Not Applicable - Chaperones are Paso Robles Joint Unified School District Staff		
Director (Print name)	Signature	Date
<u>Jennifer Gaudin</u>	<u>[Signature]</u>	<u>1-10-19</u>
Chief Officer (Print name)	Signature	Date
<u>Chapman</u>	<u>[Signature]</u>	<u>1-10-19</u>
PRJUSD BOARD ACTION		
YOUR FIELD TRIP HAS BEEN: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		

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>PRHS track & field</u>	Student Grade(s) attending: <u>10-12</u>
Destination: <u>Mt. San Antonio College - Walnut, Ca.</u>	
Dates/Times:	
Leave Day: <u>Friday</u> Date: <u>4/19/19</u> Time: <u>8:00</u> A.M. Return: <u>Saturday</u> Date: <u>4/20/19</u> Time: <u>10:00</u>	
School Day: <u>No</u>	
Purpose of trip: <u>Preseason competition</u>	
Brief Itinerary: <u>Depart PRHS, have breakfast in Bakersfield, have lunch in Walnut, workout, have dinner, check in hotel, lights out at 10:00 p.m.</u>	
<u>Saturday: wake up, have breakfast, participate in competition, have dinner, depart for PRHS</u>	
Name of Requestor(s)/Teacher(s): <u>Matt Carroll</u> Date: <u>January 7, 2019</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: <u>9</u>	Number of male students attending: <u>9</u>
Number of female chaperones attending: <u>1</u>	Number of male chaperones attending: <u>2</u>

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 District 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>Jennifer Gaviola</u>	<u>[Signature]</u>	<u>1/10/19</u>
Director (Print name)	Signature	Date
<u>CAROL KENYON</u>	<u>[Signature]</u>	<u>1-10-19</u>
Chief Officer (Print name)	Signature	Date

PRJUSD BOARD ACTION

YOUR FIELD TRIP HAS BEEN: ☐ APPROVED ☐ DENIED