

7.4.3

**THIS PAGE MUST BE RETURNED TO PRINCIPAL 6 WEEKS PRIOR TO
EVENT FOR BOARD APPROVAL**

Overnight (Extended) Instructional/Athletic Trip Request

RECEIVED
JAN 25 2018
Office of Superintendent

- 1. Trip Dates March 18-22
- 2. Teacher in Charge Jordan Rose
- 3. Destination Cal Poly SLO, CSUMB, UCSC, USF
- 4. Purpose of Trip College Trip
- 5. Class/Group 8th Grade AVID Number of Students 28
- 6. Departure Date/Time/Place 3/18, HSMS, 6 AM Return Date/Time/Place 3/22, HSMS, 6 PM
- 7. Estimated Miles to Destination 500 miles
- 8. Mode of Transportation District vans
It is agreed that students will not ride in the back of pick-up trucks, with or without campers or shells, or in motorized campers or camper vans. All vehicles must be equipped with seat belts and all occupants must be securely buckled.
- 9. List private drivers (license # and proof of insurance must be on file with the District Office for each driver)
Jordan Rose, Danielle Rose, Francisco Santana, Trisha Coons, Adriana Jackson
- 10. Total cost of Trip (list detailed breakdown for travel, food, lodging, etc.) Travel - \$1200, food - \$1200
Lodging - \$1400, Misc - \$700
Total - \$4500
- 11. Funding Source Fundraising, HSMS AVID Budget
- 12. Cost to each student \$0
- 13. Number of students attending 28 Number of teachers 1 Number of school days missed 4
- 14. Number of chaperones 4 Names of chaperones Danielle Rose, Francisco Santana, Trisha Coons, Adriana Jackson
- 15. Name, address, and phone number of hotel/motel/accommodations where trip participants will be housed overnight during the trip
March 18+19, March 20+21, Point Montara Lighthouse Hostel, 8800 Cabrillo Hwy, Montara, CA, 94037 (650)728-7177
- 16. List adults with current First Aid Training Jordan Rose
- 17. All students have medical insurance? Yes or No
- 18. Any students with special medical conditions/potential medical problems? Yes or No
- 19. Miscellaneous _____

Any changes in the above information must be reported to the principal prior to departure.

Staff Signature [Signature] Date 2/10/18
 Principal's Approval [Signature] Date 1/23/18
 BOARD APPROVED: _____