

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

Overnight (Extended) Instructional/Athletic Trip Request

1. Trip Dates 4/17/2020 - 4/19/2020
2. Teacher in Charge ROSE SABO
3. Destination LATIMES FESTIVAL OF BOOKS @ USC
4. Purpose of Trip BOOK FESTIVAL/AUTHOR EVENTS
5. Class/Group EXTRA CREDIT BOOK CLUB Number of Students 3
6. Departure Date/Time/Place 4/17/2020 1:00 PM PGHS Return Date/Time/Place 4/19/2020 9 PM BIG PINE/BISHOP
7. Estimated Miles to Destination ≈ 230 miles
8. Mode of Transportation SCHOOL VAN
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)
N/A
10. Total cost of Trip (list detailed breakdown for travel, food, lodging, etc.) attached
11. Funding Source SLAGER-SUNSET ARTS GRANT
12. Cost to each student 0
13. Number of students attending 3 Number of teachers 1 Number of school days missed 0
14. Number of chaperones 0 Names of chaperones N/A
15. Name, address, and phone number of hotel/motel/accommodations where trip participants will be housed overnight during the trip
1036 WEST 24TH ST., LOS ANGELES, CA 90007
16. List adults with current First Aid Training N/A
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 2/3/2020

Principal's Approval [Signature]

Date 2/21/2020

BOARD APPROVED: _____

Dear Mrs. Kolker,

I would like to request funding and approval for an overnight field trip on **April 17-19, 2020** to take Lexia Aguilar, Rainah Dewey, and Sierra Keller to the LA Times Festival of Books at the USC Campus. If there is time, we could also attend one of the nearby museums. We would use the school van or my car for transportation.

4/17/2020

Depart Palisade Glacier High School	1:00 PM
Check in at Airbnb	6:00-7:00 PM
Dinner, walk the campus	7:30-9:00 PM

4/18/2020

Depart Airbnb	9:30 AM
Book Festival Activities	10:00 AM - 6:00 PM

4/19/2020

Depart Airbnb	9:30 AM
Book Festival Activities	10:00 AM - 3:00 PM
Dinner en route to home	
Drop off Big Pine students	9:00 PM (estimate)
Drop off Bishop student	9:15 PM (estimate)

The estimated costs for this trip are as follows:

LA Times Festival of Books Admission	\$0
3 Dinners	\$180.00
Parking (free street parking available)	\$20.00
2 Breakfasts (4/18&4/19)	\$50.00
2 Lunches (4/18&4/19)	\$96.00
Snacks	\$40.00
Lodging	\$326.00
Total	\$712.00

Thank you in advance for your consideration.

Sincerely,

Rose Sabo