

APPROVED: *Michelle W...*

SCHOOL DISTRICT OF CLATSOP
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
June 19, 2014

1. School Requesting: MHS - 03

2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier Other _____
If Commercial Carrier or Other, please state type: JET

3. Trip(s) overnight: Yes No _____ Trip(s) out-of-state: Yes No _____

4. Dates of Field Trip*: 6-22-28-14 Destination*: KANSAS CITY, MO
* For School Buses...if more than one bus is requested, reference bus request form.

5. Group Taking Trip: SKILLS USA CONTESTANTS/CHAPERONE

6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____

7. Educational Value of Field Trip: SKILLS USA Competition and National Conference

8. Supporting SSS Benchmark(s) with Narrative(s): 10.03 Present information formally and informally for specific purposes and audiences. AF 2.9 (CCSD Board Approved)

9. Number of Students*: 1 Number of Chaperones*: 1

10. Cost Per Student: NA Budget Code or Source to be charged: NA
(example: Internal Accounts, 5100-331, Athletic Departments)

11. Departure Time*: 6:00 AM Returning Time*: 3:00 PM

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division Director or Supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be listed below.

Bus Requisition Number(s): _____

AM Dept
Teacher, Team Leader, Department Head, Etc.
Michelle W...
Principal
District Office Approval