

# STUDENT TRAVEL----PRE-APPROVAL FORM

This form must be completed and approved by the principal and the superintendent or the superintendent's designee (Board where appropriate) prior to starting any fund raising activities. A minimum advance of 30 days notice is expected. The longer and more expensive the trip, the more advance notice should be given.

School:	<u>Shiprock High School</u>	Date:	<u>4/3/17</u>
Sponsor's Name	<u>Larenson Henderson</u>	Organization	<u>Girls' Basketball</u>
Trip Destination:	<u>Window Rock, AZ</u>		
Departure Date:	<u>4/18/17</u>	Return Date:	<u>4/18/17</u>
Purpose of the Trip:	<u>To present to the Spring Council Session in Window Rock</u>		
How will this trip benefit students?	<u>The students will be able to share their basketball championship with the Council Delegates during their Spring Session in Window Rock.</u>		
Number of students making the trip:	<u>15</u>	Number of Chaperones:	<u>1-3</u>
Trip Cost: approx. \$	<u>430.00</u>	Cost per student:	<u>28.67</u>
Mode of travel:	<u>Activity Bus</u>	How will funds be raised	<u>GBB Activity Accounts</u>

**Detailed Trip Itinerary must be attached.**

*The itinerary must outline specific activities, with dates and times*

- Local Field Trip**  
Requires Principal approval and District AD
- Extended Field Trip**  
Requires Principal/District AD or Designee Approval
- Unique Field Trip**  
Requires Principal/District AD/CCSD Board approval

**Principal**

I support the educational value of this trip and recommend approval by the District AD, Superintendent, and the CCSD School Board.

Justification for support: The Girls Basketball team will provide community service by presenting their championship to members of the Navajo Nation Council. This will allow them to practice their public speaking skills.

  
Principal's Signature

29 April 2017  
Date

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Ben Tensay  
District AD or Designee Approval

4.4.17  
Date

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CCSD Board Approval/Disapproval \_\_\_\_\_  
Meeting Date