

STUDENT TRAVEL----PRE-APPROVAL FORM

Review CCSD Board Policy Manual I-6511 regarding field trips

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 travel arrangements. 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>EBS Dual Language</u>	Date:	<u>8/30/18</u>
Sponsor's Name	<u>Choate, Bedah, Clah, Jones, Begay, and Charles</u>	Organization	<u>Dual Language</u>
Trip Destination:	<u>Navajo Nation Museum and Zoo, Window Rock, AZ.</u>		
Departure Date:	<u>November 2, 2018</u>	Return Date:	<u>November 2, 2018</u>
Purpose of the Trip:	<u>Experience Navajo history, culture, government and environmental science.</u>		
How will this trip benefit students?	<u>Students will learn about their culture, history, and environment while practicing oral language.</u>		
* Number of students making the trip*:	<u>51</u>	# of Chaperones	<u>6</u>
Trip Cost: approx. \$	<u>\$1,111.63</u>	# of Bus drivers**	<u> </u>
Mode of travel:	<u>School Bus</u>	Cost per student:	<u> </u>
		How will funds be raised	<u>JOM & CHC</u>

***Depending on Scholastic Eligibility**

**Bus drivers do not serve as chaperons.

Detailed Trip Itinerary must be attached.

The itinerary must outline specific activities, with dates, times and associated costs per student/adult

- 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

Justification for support: Dine Language Teachers have explained their lesson plans and the fundamental content and the Dual Language Standards.

Principal

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

Ruth Babcock
Principal Signature

Ruth Babcock
PRINT NAME

10-2-18
Date

[Signature]
District AD or Designee Approval

10/4/18
Date

CCSD Board Approval/Disapproval _____

Meeting Date _____

