

Woodland Joint Unified School District

**Overnight Field Trip or Activity**

This form is to be completed and submitted **ONE MONTH IN ADVANCE**, but no later than **TEN DAYS** prior to the next regularly scheduled Board meeting. If not complete, form will be returned to school site principal. **ALL INFORMATION MUST BE TYPED.**

- To: Educational Services
- From: Principal Sandra Reese School Pioneer Hlgh School Date 8/8/16
- Re: 2017 Fresno State Finals Field Day  
(Proposed Activity Requiring Overnight Supervision)
1. Teacher In Charge Scott Stephens
  2. Name of Group PHS FFA
  3. Destination Fresno State in Fresno, CA
  4. Date and Time of Departure 11:40am, after 4th period (April 21, 2017) in front of the Ag. Building
  5. Date and Time of Return 10:00pm (April 22, 2017) we will notify parents if later than expected
  6. Number of Adult Chaperones 3-4
  7. Number of Students Participating 20+
  8. Educational Purpose of Trip/Activity (Briefly describe) Career Development Experience Leadership State Competition
  9. Parent Permission Slips Received permission slips attached to be signed by all students' guardian prior to going
  10. Type of Overnight Accommodations or Housing Hotel in Fresno, CA (proposed Piccadilly Airport Hotel)
  11. Type of Transportation: (please "x" choice)  
A. School Bus \_\_\_\_\_ B. Private Charter \_\_\_\_\_ C. Private Vehicle X D. Commercial Carrier \_\_\_\_\_
  12. How will the activity be funded? students will pay/fundraise to finance the trip, Ag. Boosters scholarship available
  13. Contract with Vendor \_\_\_\_\_ Yes X No. If yes, please attach copy of contract.

**THIS VERIFIES THAT ALL DISTRICT REQUIREMENTS WILL BE MET.**  
**MUST BE COMPLETED IF APPLICABLE.**

- ☒ Board Policy 6153 and Administrative Regulation 6153 have been followed. Fundraising has been conducted as specified in BP 6153 and AR 6153 and the timeline for submission as specified in BP 6153 and AR 6153 has been followed.
- ☒ Personnel has been contacted regarding subs, if necessary.
- ☒ Form 500-2 "Voluntary Excursion/Field Trip and Medical Authorization-Minor" will be obtained from each parent/guardian.
- ☒ A first aid kit will be provided.
- ☒ At least one adult accompanying the students will have a current American Red Cross First Aid/CPR Certificate. **Name:** Scott Stephens
- ☒ If transportation is by private vehicle(s):
  - ☒ Form 500-4 "Notification to Adults Driving Private Vehicles" will be obtained from driver(s).
  - ☒ Form 500-5 "Notification to Parent/Guardian of Students Riding in Private Vehicles While Participating in a School Sponsored Trip/Activity" will be obtained from each parent/guardian.
  - ☒ Form 500-6 "Field Trip - Private Driver Log" will be completed to verify the names of students who will be transported by each individual driver.

Signature that the Principal has **verified** that all District requirements will be met and is recommending the trip

Principal's Signature

Date

Associate Superintendent's Signature

Date

## FRESNO FIELD DAY IS COMING SOON!



### ***DON'T FORGET:***

- We depart Friday April 21st @ 11:40am from the Ag. Building
- We will be staying at the Piccadilly Inn Airport (559) 251-6000 on Friday 4/21. If you are not staying for convention you will then need to pack your stuff and load it into the van at the hotel on Saturday morning before we go to the field day.
- Things to Bring:
  - Official FFA Uniform (more than one white shirt, pants, etc.) - remember you will be in your uniform ALL day on Saturday.
  - Toiletries
  - Money for food
    - Dinner on Friday Night
    - Breakfast on Saturday
    - Lunch on Saturday
    - Dinner? On Saturday
  - Judging materials

#### **If you need to contact:**

Mr. Alves (530) 312-8654  
Ms. Medley (530) 575-7699  
Ms. Pareas (530) 383-1484  
Ms. Park (530) 979-1613  
Mr. Stephens (530) 681-0249  
Ms. Zallo (916) 690-2883

### **Itinerary**

#### **Friday April 21st**

- 12:45 pm Depart from Pioneer High School
- 6:30pm Arrive in Fresno - go to mall for dinner & fun, check into hotel
- 8-9:30pm TBA - ag teachers will announce evening plans
- 10pm Lights out, everyone stays in rooms, no talking

#### **Saturday April 22nd**

- 7am Depart for Fresno State Field Day
- 8am- 4pm Field Day Competitions
- 5pm Field Day Awards Ceremony
- 6:30pm - 7pm Cars leave to return to Woodland & others to check in to State FFA Convention