



## Field Trip Request

### What is a Field Trip?

A field trip is an educational outing where students visit locations outside the classroom to enhance their learning through real-world experiences.

**Submitter Name (First and Last)**

Gayle Smith

**Submitter Email**

gsmith@srcs.k12.ca.us

**Title**

Ag Teacher

**School Site**

Santa Rosa High School

### BASIC TRIP DETAILS

**Type of Trip**

- Day Trip  
 Overnight Trip

**Over 100 miles?**

- Yes  
 No

**Start Date & Time of Proposed Trip (Time leaving the school site)**

10/27/2025 5:00 AM

**End Date & Time of Proposed Trip (Time returning to the school site)**

11/02/2025 10:00 PM

### Late Notice

**Overnight Trips** must be requested **at least 50 days in advance**. Your request *may* be denied on this basis alone, since your trip is within this timeframe.

**Name of Destination of Proposed Trip**

National FFA Convention

**Destination Address**

**City**

**State**

500 S Capital Ave

Indianapolis

IN

### Out-of-State Trip

The Office of Educational Services will be in contact with you to share more information about...

### Reason for the Proposed Trip

FFA students will attend the National FFA Convention and participate in a national day of service, as well as attend national leadership workshops, college show, and agricultural industry tours.

## SPECIFIC DETAILS

### Read AR 6153.1

([https://drive.google.com/file/d/13DCWxV87UdviOR3Y4VZN-nj\\_qMt3clXA/view?usp=sharing](https://drive.google.com/file/d/13DCWxV87UdviOR3Y4VZN-nj_qMt3clXA/view?usp=sharing))

Does this proposed trip involve a Dangerous Activity, as defined in Administrative Regulation 6153.1?

Yes  No

Select all dangerous activities that apply to this trip:

- Dunk tanks
- Trampolines
- Non-commercial aircraft or watercraft of any type
- Motor-sport vehicles
- Skating (including ice and roller)
- Skateboarding
- Firearms, rocketry, or explosives of any type
- Water sports (including skiing, surfing, scuba)
- Ropes courses
- Bicycling activities other than safety programs
- Field trips to out-of-state or country destinations
- Field trips to snow country, backpack country, or natural waterways (including oceans, rivers, lakes)
- Swimming or wading (unless involving or sanctioned competition or instructional activities)

Does this proposed trip involve ANY document(s) that require a signature?

Yes  No

## ATTENDEES & SUPERVISION

Provide the maximum expected number of each type of attendee:

TK-6  
Students

0

7-8 Students

0

9-12  
Students

18

Total  
Students

18

Adults

2

All  
Attendees

20

**You have enough adults attending, but can always add more.**

The minimum student-to-adult ratio for overnight trips is 9:1 and your ratio is 9:1. Excellent! Please list the names and phone numbers of your adult attendees in the table below.

By increasing the number of adults above, you can include extra chaperones, additional staff needed for special services, or alternates.

### 2 Adult Attendees

Role	Full Name	Phone Number
Primary Teacher	Gayle Smith	(707) 799-8799
Primary Teacher	Lisa Piehl	(707) 495-8971

## CLASS COVERAGE

Will a substitute be needed?

- Yes  
 No  
 Doesn't Apply (Elementary)

How will this be funded?

CTE grant funding will cover our subs

## TRANSPORTATION

Main Method of Transportation

- West Country Transportation Co.  
 Private Vehicle  
 Chartered Bus Co.  
 SRCS Vehicle  
 City Bus  
 Walking

How will the students be transported to and from the airport?

Ag Van and parents.

Flight

**Additional Transportation, if any. (List any additional transportation methods)**

We will rent cars when we get to Indiana and that is how we will transport the students to each of the planned events.

**COSTS**

**Cost of Trip (e.g., Admission,  
Ticket, Facility use, etc.)**

\$6000

**Lodging Cost**

\$10000

**Other Costs (e.g.,  
Transportation,  
miscellaneous expenses)**

\$6500

Value must be greater than zero unless walking trip.

**Amount Subsidized  
by Club, PTO, or Grant**

\$22500

**TOTAL** \$0.00

**Per-Student Cost** \$0.00

**How is the cost of the proposed trip funded? (Costs: Per Education Code 35330 and Title 5, CCR, Section 350. No student shall be charged for participating in a school-sponsored educational day field trip. Costs must be covered by public school funds, fundraising, donation, parent associations, or booster clubs)**

I have attached our pie fundraiser paperwork. We will be repeating this fundraiser again in the Fall of 2025. We will also be using CTE grant funding, as well as ASB FFA account.

**Are you fundraising for this proposed trip?**

Yes  No

**Have your fundraising activities been approved?**

Yes  No

## Attach your Fundraiser Approval Documentation

IMG\_6889.jpeg

### Secondary

([https://docs.google.com/document/d/1B5PeiTW1\\_jpVo7W6eNNjtYETLbx4ypQ/edit?usp=sharing&ouid=104325730359082843687&rtppof=true&sd=true](https://docs.google.com/document/d/1B5PeiTW1_jpVo7W6eNNjtYETLbx4ypQ/edit?usp=sharing&ouid=104325730359082843687&rtppof=true&sd=true))

## OVERNIGHT TRIP

### What are the educational benefits of the proposed overnight trip?

The students will be learning about agriculture in the mid-west as well as taking a tour of one of the largest dairies. The students will also participate in a large national community service project and attend leadership workshops. The students also attend a college and career fair. In the past, the

### Is there an equivalent opportunity available closer to Santa Rosa?

Yes  No

### Will there be loss of class time?

Yes  No

### How much?

5 class days.

### Is there any other loss of class time for this group within three weeks of this proposed trip (before or after)?

Yes  No

### Has this group taken an overnight trip before?

Yes  No

### Trip Date

04/01/2001

### To what location?

Sacramento, Califor

It is understood that no grade or extra credit will be given for participation or non-participation.

### Field Trip Comments or Notes

**SIGNATURES**

**Submitter**

*Gayle Smith*

**Timestamp**

04/10/2025 01:47 pr

**Principal or Delegate**

*Monica Fong*

**Timestamp**

04/15/2025 02:09 pr

**Assistant Superintendent of Educational Services**

*Roderick Castro*

**Timestamp**

04/18/2025 12:47 pr

**Associate Superintendent of Business Services**

*Lisa August*

**Timestamp**

05/07/2025 05:19 pr

Reviewing the Dangerous Activity component of this trip.

**Submission ID**

SRHS0949

 This submission has been archived and is only available to view.