

<b>Check one of the following:</b>	
1.	Day Field Trip Less than 100 miles, Need All Approval Signatures (1-4 at bottom of page 1) <i>(submit two weeks in advance)</i>
2.	Day Field Trip More than 100 miles, Need All Approval Signatures (1-4 at bottom of page 1) <i>(submit two weeks in advance)</i>
3.X	Extended (overnight) Field Trip, Need All Approval Signatures (1-4 at bottom of page 1) (Policy 6153 and AR 6153.1) <i>(submit 50 days in advance)</i>

<b>Dangerous Activity</b>	<b>Yes</b>	<b>No</b>
Does this trip involve a Dangerous Activity, as defined in Administrative Regulation 6153.1?		X
*If yes, the Deputy Superintendent of Business Services approval is required in addition to the preceding approvals. <i>(Submit 50 days in advance)</i>		

<b>Site Submitting Request:</b>	Santa Rosa HS	<b>Date Submitted:</b>	1/23/2024	<b>Date(s) of Proposed Trip:</b>	April 4-6
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<b>Name of Sponsoring Group:</b>	Journalism and Yearbook
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<b>Destination:</b>	Kansas City, Missouri
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<b>Reason for Trip:</b>	Journalism Education Association Conference (and competition)
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<b>Will a substitute(s) be necessary?</b>	Y	<b>If so, how will this be financed?</b>	Yearbook Account Funds
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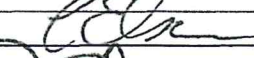
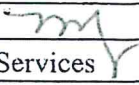

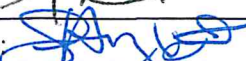
<b>If you are not calling a substitute, how will your classes be covered?</b>	
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<b>Method of transportation:</b>	Planes and Rental Vans
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<b>Site departure time:</b>	6:00 am	<b>Arrival time at event:</b>	Noon
<b>Departure time from event:</b>	Noon	<b>Arrival time home:</b>	5:00 pm

<b>Permission slips:</b> (Check one)	Yes X	No	<b>Number of students:</b>	18
			<i>(Student/Chaperone Ratio: Day trips 13:1 / Overnight trips 9:1)</i>	

<b>Chaperones:</b> 2 <i>(for parents, will need contact information)</i>	Todd Elsa 707-591-4522 (He is already cleared for field trips)
	Casey Elsa
<b>Approved Signatures: #1-4: All Field Trips; #1-5 *Involves a Dangerous Activity as defined in Board Policy 6153 and AR 6153.1</b>	

<b>1. Sponsor (PLEASE PRINT NAME):</b> Casey Elsa		Date: 1/23/2024
<b>2. Vice Principal:</b>		Date:
<b>3. Principal:</b>		Date: 1/24/24
<b>4. Asst. Supt. of Educational Services:</b>		Date: 1/29/24
<b>5. *Dangerous Activity: Assoc. Supt./Chief Business:</b>		Date: 2/1/24

\*Relates to Board Policy 6153 and AR 6153.1

\*No swimming or wading shall be allowed unless involving sanctioned competitions or instructional activities.

Santa Rosa City Schools

Administrative Regulation E6153.1

**EXTENDED FIELD TRIP CRITERIA (Board Policy 6153 and AR 6153.1)**

What are the educational benefits of the proposed trip? Our students go on this trip each year. We get to compete in various writing and photography competitions while also attending classes on design, journalism, law, and writing.

Is there an equivalent opportunity available closer to Santa Rosa? No

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

Will there be loss of class time?	Yes X	No	If so, how much? Two Days
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Is there any other loss of class time for this group within three weeks of this proposed trip (before or after)?	Yes	No X
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**If yes, please explain:**

When was the last extended field trip taken by this performing group?  
Last year in April for JEA, and my Yearbook editors went to a training in September.

To what location? San Francisco and Long Beach (Last Year)

What is the approximate cost per student? \$300

How is the cost funded? I'll be requesting funds from the SRHS Foundation and our site.

If fundraising is necessary, have the activities been approved? (If not, a request for fundraising should accompany this request)	Yes	No X
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**If no, please explain:**

\*Relates to Board Policy 6153 and AR 6153.1

Santa Rosa City Schools FIELD TRIP REQUEST Administrative Regulation E6153

\*No swimming or wading shall be allowed unless involving sanctioned competitions or instructional activities.