

**MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
OVERNIGHT FIELD TRIP REQUEST FORM**

Name of Person Requesting Approval: Joe Casulli Your Position: Coach
Your Location/School Site: MCMS Your Work Telephone: (310) 318-7337 x5008

Name/Grade Level(s) of Class Participating: Varsity
Dates of Travel: from April 22, 2015 to no later than April 25, 2015, probably earlier
Name of Destination: So. California Boys Interscholastic Championship
Destination Address: Ojai, California (various locations)
Destination Phone Number: Run by CIF: (562) 493-9500
Name of Contact Person at Destination: Rainer Wolf
Reason for Travel/Educational Goal: CIF-sponsored Tennis Tournament
Number of Students Attending: Male: 3 Female: _____
*Number of Chaperones: Male: Coach only Female: _____

Complete Name and Phone Number of Each Chaperone (use additional page if necessary):

1. Joe Casulli - Coach
2. _____
3. _____
4. _____
5. _____

A Completed and signed Chaperone Guidelines Agreement for each chaperone must be attached to this request form upon submission to the Board of Trustees. *There must be a minimum of two adult chaperones (one male and one female), unless all travelers are of the same gender. There must be one adult chaperone for each 10 students of the same gender. If the trip involves water activities, the ratio of chaperones shall be revised to ensure closer supervision of elementary grade students appropriate to their age.

Name of Travel Agency: None Contact: _____
(Proof of Insurance must accompany this form.)
Address: _____ City/State/Zip/Phone: _____

Method of Transportation (be specific): School-leased van

Name and Address of Hotel (be specific): Casa Ojai Inn

How Many Days of School Will Be Missed? 1 or 2 List School Dates Missed: 4/23/15 and possibly 4/24/15

Will Student Participate in Water Sports, Rock Climbing or Other Hazardous Activities? No

If so, what type? _____

Will scholarships be provided? _____ Will any cost (including sub costs) be borne by the district? No If so, why? _____

Account Number to be Charged: _____

Board approval must be obtained before any deposits are made. Please submit your request at least 3-4 months in advance of the travel. The Board will not approve travel when the request form is incomplete. If you have additional information, please attach it to this request form. This form must be signed by the principal and the Executive Director-Educational Services prior to being submitted to the Superintendent's Office.

Signatures:

Your Signature: Joe Casulli Principal: _____

Exec. Dir, Ed. Svcs: _____ Clerk, Board of Trustees: _____

Exhibit

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

version: May 21, 2008

Manhattan Beach, California

Sorry for late notice. CIF just published the accepted entries list yesterday (March 25th).