

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT  
OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Requesting Approval: Joe Casulli Your Position: Coach  
Your Location/School Site: MCHS 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).