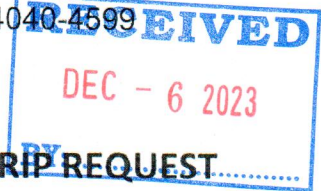




MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL DISTRICT  
1299 BRYANT AVE., MOUNTAIN VIEW, CA 94040-4599



**PART 2: OVERNIGHT CURRICULAR OR COCURRICULAR TRIP REQUEST.....**

Requested by: Karen Davis Department: ~~CTE~~ CTE  
School:  Mountain View HS  Los Altos HS  Alta Vista HS  
Destination (out of state trips require Board approval): Nampa, ID  
Mode of Transportation:  Air  District Bus/Van  Chartered Bus  Car  Other Rental Van  
Date and Time of Departure: 3/20/24 <sup>noon</sup> Date and Time of Return: 3/24/24 ~6 pm.  
Number of instructional days that students will be missing: 2.5  
What provision has been made for students to make up missed classes and assignments? Students will work with their teachers  
Number of Participants: 30 students 2 parents 1 teachers 2 others  
Objectives of the Trip (educational value): Robotics competition

Total cost of trip per student (include all expenses): \$ ~~500~~ \$800  
Fund raising activities and amount you expect to raise to offset cost to students (Please show by how much your fund raising will reduce the expenses per student): Team money, district to pay hotel and transportation costs  
Amount student is expected to pay from personal sources after applying fund raising share: \$ 400

**NOTE: In the event of a trip delay due to unforeseen circumstances, e.g., natural disasters, the district is not liable to pay the additional room, board and transportation costs associated with a prolonged stay overseas or out of state. Parents are highly encouraged to purchase Travel Insurance to prepare for the possible, though unlikely occurrence of such an event. In the absence of such insurance, parents are fully liable for any additional expenses.**

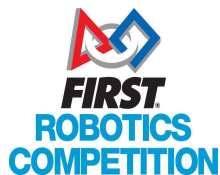
What arrangements will be made to subsidize the student? Team funds.  
**NOTE: No student can be excluded from a trip because of inability to pay.** 4104 Flamingo  
Facilities for lodging (if a hotel, name and address): Holiday Inn Express Nampa, ID  
Names of trip supervisor(s): Karen Davis, James Fry, Hillian Stadler  
Number of substitutes needed (Personnel must be notified if trip/substitutes are cancelled): \_\_\_\_\_

[Signature] 12/4/23  
Department Coordinator's Signature Date

**THIS SECTION TO BE COMPLETED BY PRINCIPAL'S OFFICE AND EDUCATIONAL SERVICES DEPARTMENT**

In			
Received	Progress	Completed	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Approved By: [Signature] 12/5/23  
Principal's Signature Date  
[Signature] 12-7-23  
Associate Superintendent's Signature Date



# 2024 REGIONAL SCHEDULE

## IDAHO REGIONAL

### Competition Schedule

<b>(Day 0) – Wednesday – March 20</b>	
6:00PM-8:00PM	Team Reps to Load In and Set Up Pits

<b>(Day 1) – Thursday – March 21</b>	
7:45AM	Team Reps to Load In
8:30AM	Pits, Machine Shop, Registration and Inspection Open
9:00AM-11:00AM	Load-in Ends, Driver's Meeting, Field Open for Measurement and Calibration
11:00AM-12:00PM	Lunch
12:00PM-6:30PM	Practice Matches
8:00PM	Pits and Machine Shop Close

<b>(Day 2) – Friday – March 22</b>	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:00PM	Qualification Matches
12:00PM-1:00PM	Lunch
1:00PM-5:45PM	Qualification Matches
5:45PM-6:15PM	Awards Ceremony
~6:30PM**	Pits and Machine Shop Close immediately following Awards Ceremony

<b>(Day 3) – Saturday – March 23</b>	
8:00AM	Pits and Machine Shop Open
8:30AM-9:00AM	Opening Ceremonies
9:00AM-12:15PM	Qualification Matches
12:15PM-12:30PM	Alliance Selections
12:30PM-1:30PM	Lunch
1:30PM-5:30PM	Playoff Matches & Awards Ceremony
6:30PM	Pits Close

### Activities Schedule

<b>(Day 1) – Thursday – March 21</b>	
12:00PM	Ambassador Training
1:00-4:00PM	Seminars - West Concourse

<b>(Day 2) – Friday – March 22</b>	
8:00AM	Ambassador Training
9:00AM – 4:00PM	Scholarship Row
9:00AM – 4:00PM	VIP – walk-ins
6:30PM – 8:00PM	Team Social – East Concourse (ticket required)

<b>(Day 3) Saturday – March 23</b>	
8:00AM	Ambassadors gather
9:00am – 1:00PM	FLL & FTC Demonstrations
9:00AM – 1:00PM	Scholarship Row
9:00AM – 4:00PM	VIP – walk-ins

\*\*Schedule subject to change. All times are estimated based on flow of rounds.  
See Pit Administration table for updated times.





Mountain View-Los Altos Union High School District
1299 Bryant Avenue, Mountain View, CA 94040-4599

FIELD TRIP CHECKLIST

Teacher Name: Karen Davis Representing which Class or Group? Robotics 2
Purpose of Trip: Robotics Competition
Proposed Date of Trip: 3/20-3/24 Departure Time: ~noon Return Time: ~6 pm.
Number of Students: 30 Cost of Trip per student: \$400 for flight cost

DAY TRIPS

This form must be completed a full two weeks prior to the departure of the field trip. Completed forms must be returned to the principal's administrative assistant for the principal's review prior to placement on the field trip calendar.

- Attach a copy of the Parental Permission for Field Trip form that you will distribute to students with the information box completely filled out.
Number of Chaperones:

OVERNIGHT TRIPS:

Overnight trips must be filed with the principal's office at least two weeks prior to the commencement of the trip and approved by the principal and the Associate Superintendent of Educational Services. Out-of-state and out-of-country trips require School Board approval and must be submitted to the Board of Trustees a minimum of six months prior to the departure date.

- Complete the Overnight Curricular or Co-Curricular Trip Request form and turn it in with this application. Be sure to check the "Forms Completed" boxes.
Number of Chaperones: 3 (Overnight trips with students of mixed gender must have at least one chaperone of each gender.)

TRANSPORTATION: Check the box indicating that you have completed the appropriate forms.

- Traveling by private vehicle
Drivers must complete the personal auto insurance verification form, "Volunteer Driver - Application for Approval"
Parents of students being transported must complete the appropriate permission forms
Transportation Request (if traveling by bus)
Transportation costs will be covered by: District Chapel & transportation

FIELD TRIP ROSTER:

- Field trip rosters must be submitted to the Attendance Office at least two days prior to departure with parental permission forms attached. (Checking this box indicates your assurance that this step will be completed.)

Teacher submitting roster: Davis Date: 3/18/24

MEETING WITH STUDENTS:

- A meeting with students, chaperones, and parents is required for Overnight and Out-of-state trips only. Checking this box indicates that meeting was held, or is scheduled to be held and an administrator has, or will be present. (Please keep a sign-in sheet for your records.)

Date of meeting: TBD

FIELD TRIP AGREEMENT FOR CHAPERONES:

- Checking this box verifies that the staff member responsible for this trip has collected signed and dated chaperone agreements from every adult who is accompanying the students on this trip.

Reviewed by: [Signature] (Principal) Date: 12/5/23





Mountain View-Los Altos Union High School District  
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PARENTAL PERMISSION for FIELD TRIP

- Day Trip only
- Overnight Trip
- Out-of-State Trip

Permission for your child to participate in a field trip is requested. The pertinent information is as follows:

School: Los Altos  
 Class: Robotics 2  
 Teacher: Karen Davis  
 Destination of field trip: Nampa, ID  
 Purpose: Robotics Competition  
 Date and time of departure: March 20, 2024 ~ noon  
 Number of students who will attend: ~30  
 Mode of transportation: Plane, rental vans  
 Nature of lodging: Holiday Inn Express Nampa, ID  
 Cost to each student: \$400 Purpose: flight  
 Names of supervisors: Karen Davis, James Fry, Hillian Stadler

\* NOTE: In the event of a trip delay due to unforeseen circumstances, e.g., natural disasters, the district is not liable to pay the additional room, board and transportation costs associated with a prolonged stay overseas or out of state. Parents are highly encouraged to purchase Travel Insurance to prepare for the possible, though unlikely occurrence of such an event. In the absence of such insurance, parents are fully liable for any additional expenses.

X -----

I give my permission for my child \_\_\_\_\_ to attend the field trip described above. I furthermore authorize the supervisor to take responsibility for securing emergency first aid or medical aid if either is required by my child. I have read the Code of Conduct printed on the back of this form, and discussed behavioral expectations and the consequences for not meeting those expectations with my student.

X \_\_\_\_\_  
(Parent/Guardian's signature)

X \_\_\_\_\_  
(Student's signature)

NOTE: If district-owned transportation is being used, the school district's insurance policy covers bodily injury and property damage liability. All drivers of non-district owned vehicles are asked to furnish evidence of automobile insurance liability coverage.

(over)





**Mountain View-Los Altos Union High School District**  
 1299 Bryant Avenue, Mountain View, CA 94040-4599

**FIELD TRIP AGREEMENT FOR CHAPERONES**

The Governing Board expects district employees to maintain the highest ethical standards, follow district policies and regulations, and abide by state and federal laws. Employee conduct is expected to enhance the integrity of the district and advance the goals of the educational programs. Each employee is expected to make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities.

As a chaperone/advisor, I understand that I am representing the Mountain View-Los Altos Union High School District and that I am expected to enforce all school rules, regulations and policies. I will handle student misconduct appropriately and follow district guidelines in disciplining students. I will provide adequate and appropriate supervision at all times.

I accept responsibility for my own conduct and recognize that my behavior will serve as a model for my students. My personal behavior will at all times be consistent with district expectations. As such, I agree not to possess, consume or use any tobacco, alcohol or illegal substances at any time during this trip, including those times when I am away from students. I will use good judgment and common sense and my decisions will be in the best interest of my students and supportive of protecting their safety and well being.

I hereby certify that I have read and understand all applicable district policies and regulations and I accept the responsibility for enforcing these regulations around the clock for the duration of the trip. Failure to carry out my responsibilities as stated in this contract and/or gross negligence on my part may result in disciplinary actions against me, up to and including termination from my position. (To determine appropriate consequences for student failure to adhere to expected behavioral guidelines, please refer to policies listed below add to the permission slip/contract signed by students and parents.)

Karen Davis  
 Lead Chaperone \_\_\_\_\_ Date \_\_\_\_\_

Karen Davis (408) 476-7084  
 Printed Name and Phone Number

Robotics Competition  
 Name of Activity and Destination

March 20-24, 2024  
 Duration of Trip

Signatures and phone numbers of all co-chaperones: (My signature below certifies that I understand district policy, that I have read the above, and that I understand that I am held to the same standard as the lead chaperone, and that I will do my best to support the lead chaperone in his role.)

James Fry

James Fry (408) 215-0282  
 James Fry (Dec 1, 2023 1:37 PST)

Lillian Stadler

James Fry (408) 410-5181

Tracey Roneare  
 Administrator to be contacted during trip, if necessary

(408) 858-3441  
 Administrator's Telephone Number

Referenced Board Policy and Regulations:

- BP/AR 5131.6 a-c Alcohol and other Drugs
- BP/AR 5131.62 Tobacco
- BP/AR 5132 Dress and Grooming
- BP/AR 5144 Discipline

- BP/AR 5144.1 Suspension and Expulsion/Due Process
- BP/AR 5145.12 Search and Seizure
- BP/E 4319.21 Professional Standards

(Lillian signature on back)

Signature:   
Lillian Stadler (Dec 1, 2023 13:55 PST)

Email: [lillian.stadler@gmail.com](mailto:lillian.stadler@gmail.com)