

OVERNIGHT CURRICULAR OR CO-CURRICULAR TRIP REQUEST

Part 1: For out-of-state request for preliminary Board approval. (This request should be submitted to the Board of Trustees a minimum of six (6) months in advance of the departure date. Part 2 of this request must be submitted as before. Both parts require board approval.)

Requestor: NICOLE HIGLEY School: MVHS Department/Group: IWATA

Destination: JAPAN (IWATA/TOKYO) Mode of Transportation: PLANE

Departure Day and Date, e.g. Monday, August 1, 2016 through Thursday, August 11, 2016)

FRIDAY, APRIL 8, 2022 through MONDAY APRIL 18, 2022

Number of instructional days missed: 2 Estimated # of students: 25

Person or organization responsible for the organization of the trip: NICOLE HIGLEY

We request that this application for preliminary approval be placed on the Board Agenda for

Sept. 27, 2021 (Board Meeting Date) OR OCT. 12, 2021

Requestor: NICOLE HIGLEY Date: 9/20/21

Department Coordinator: N/A Date: —

Principal: [Signature] Date: 9-21-2021

Associate Superintendent: [Signature] Date: 9-24-2021

Received in Ed Services on 9/23/21 by Grace Icasiano

(The request must be received in Ed Services at least two weeks in advance of the board meeting date)



PART 2: OVERNIGHT CURRICULAR OR COCURRICULAR TRIP REQUEST

Requested by: NICOLE HIGLEY Department: IWATA
School: [X] Mountain View HS [] Los Altos HS [] Alta Vista HS
Destination: JAPAN (IWATA/TOKYO)
Mode of Transportation: [X] Air [] District Bus/Van [] Chartered Bus [] Car [] Other
Date and Time of Departure: 4/08/2022 Date and Time of Return: 4/18/2022 TIME TBD
Number of instructional days that students will be missing: 2

What provision has been made for students to make up missed classes and assignments? STUDENTS WILL CHECK IN WITH TEACHERS IN ADVANCE.

Number of Participants: 25 students 0 parents 5 teachers 0 others

Objectives of the Trip (educational value): PROMOTE GLOBAL CITIZENSHIP, TEACH LEADERSHIP AND ORGANIZATION SKILLS, AND SHARE CULTURE

Total cost of trip per student (include all expenses): \$ 3,500

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): \$125 - CHRISTMAS TREE LOT, HOMECOMING PICNIC, STAFF LUNCHEON, CAR WASH, SILENT AUCTION

Amount student is expected to pay from personal sources after applying fund raising share: \$ 3,375

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? PRIVATE FUNDRAISING UPON RETURN, WORK-SCHOLARSHIPS

NOTE: No student can be excluded from a trip because of inability to pay.

Facilities for lodging (if a hotel, name and address): TBD

Names of trip supervisor(s): NICOLE HIGLEY, JOE JOHNSON, PAUL McHENRY, MICHAEL PREHN,

Number of substitutes needed (Personnel must be notified if trip/substitutes are cancelled): 8 RAYLYNN VIRASAK

Department Coordinator's Signature

Date

THIS SECTION TO BE COMPLETED BY PRINCIPAL'S OFFICE AND EDUCATIONAL SERVICES DEPARTMENT
Table with columns: Received, In Progress, Completed, N/A, Approved By, Date. Rows include: Parental Permission for Field Trip, Field Trip Agreement for Chaperones, Emergency Medical Treatment Card, Field Trip Checklist, Volunteer Driver - Application for Approval & applicable Parental Permission form.