DAVENPORT SCHOOL DISTRICT #207

DSD Policy 2320

SPECIAL FIELD TRIP REQUEST FORM

Requests should be submitted to, and approved by, the building principal and the superintendent prior to the distribution of the next board meeting information packet. State laws and District policy require that overnight and/or out-of-state Special Field Trips be approved by the board of directors prior to departure.

CHECK ALL THAT APPLY	COMPLETE ALL 21 1	
_X Overnight	Date Submitted 6/19/19	
WIAA-sanctioned overnight event	# of school days affected (include partial days)	
Out-of-State	# of staff participating in trip	
I have read DSD Policy 2320 and 2320P	# of substitutes required: full day ½ day	
TRIP INFORMATION		
Requesting staff member 1000 Harasaue	Title (circle one: instructor, advisor, coach) Other	
Class, Group or Team	# of students participating Grade levels · /2 -/2	
1 1 770'	in or state to the parties of the state to t	
Destination Description Wooken H.D.	Miles Roundtrip 900	
Departure Date 31./10 Time Bown	Return Date 3/2/19 Estimated Time 4pm	
7////		
Education Objectives or related instructional activity	y of the trip Nursery Carries left For Petition	
Classic Hardest (constitution of the constitution of the constitut	Other Chaffe Manufactor Deposits Other	
Chaperones: # of adults (over 21): Teachers:		
Chaperone-to-student ratios must not be less than specifi	fied in the procedure for DSD Policy 2320.	
Transportation request: School Bus (#) Other (specify)	SUV or van Equipment trailer: Y or N (circle)	
Accommodations: Name of Hotel/Facility:	Inn, Berlington WA Phone # 888 465-4329	
Attachments: The following information must be attachments:	ched to this application or detailed on the back of this form:	
1. Detailed itinerary including meal plans, schedules, an	nd curfew times	
2. Grade level(s) of students participating	nd ouriew thirds	
3. Names of chaperones		
	the control of the co	
	FINANCIAL PLAN	
	FINANCIAL PLAN olumn must = Source column	
	olumn must = Source column Source of Funds:	
Expense co	olumn must = Source column	
Expense co	olumn must = Source column Source of Funds:	
Expense continuous Expense conti	olumn must = Source column Source of Funds: ASB \$ 400 (Total \$ in account 200)	
Expenses: Registration Housing Expense of	olumn must = Source column Source of Funds: ASB \$ 4555 (Total \$ in account) CTE	
Expense control Sample Substitutes Expense control Sample	Olumn must = Source column Source of Funds: ASB \$ 4500 (Total \$ in account 2000) CTE Donations	
Expense control S Registration S Housing S Meals	Source of Funds: ASB \$ 400 (Total \$ in account 200) CTE Donations Students for	
Expenses: Registration Housing Meals Substitutes Transportation Other	Olumn must = Source column Source of Funds: ASB \$ \$\frac{1}{2}\$ (Total \$ in account \$\frac{2}{2}\$) CTE Donations Students District District	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Expense of E	Source of Funds: ASB \$ \(\) (Total \\$ in account \) CTE Donations Students District Other Source of Funds: for specify	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Expense of Expense of Section 1	Source of Funds: ASB \$ (Total \$ in account) CTE Donations Students District Other TOTAL funds Source column (Total \$ in account)	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Second	Source of Funds: ASB \$ (Total \$ in account) CTE Donations Students District Other TOTAL funds Source column (Total \$ in account)	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Substitutes Transportation Other TOTAL expenses The 2011 cost/mile is \$ for each 1 Budget Code(s)	Source of Funds: ASB \$ \$ (Total \$ in account ?) CTE Donations Students Other TOTAL funds for SUV or van \$ for the equipment trailer	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Substitutes Transportation Other TOTAL expenses The 2011 cost/mile is \$ for each 1000 for each	Source of Funds: ASB \$ (Total \$ in account) CTE Donations Students Other TOTAL funds for SUV or van \$ for the equipment trailer per the DSD Policy 2320 Procedure and have signed the District's	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Substitutes Transportation Other TOTAL expenses The 2011 cost/mile is \$ for each 1000 below the confirmed that all chaperones have been briefed 1000 chaperone Agreement. I have reviewed the trip plan and 1000 chaperone and 1	ASB \$ (Total \$ in account CTE Donations Students Other TOTAL funds for SUV or van \$ for the equipment trailer per the DSD Policy 2320 Procedure and have signed the District's and recommend its approval by the Board of Directors.	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Substitutes Transportation Other TOTAL expenses The 2011 cost/mile is \$ for each 1000 for each	ASB \$ (Total \$ in account CTE Donations Students Other TOTAL funds for SUV or van \$ for the equipment trailer per the DSD Policy 2320 Procedure and have signed the District's and recommend its approval by the Board of Directors.	
Expenses: Registration Housing Meals Substitutes Transportation Other TOTAL expenses Substitutes The 2011 cost/mile is \$ for each believed that all chaperones have been briefed chaperone Agreement. I have reviewed the trip plan and Principal Chapter of the confirmed that all chaperones have been briefed believed to the confirmed that all chaperones have been briefed chaperone Agreement. I have reviewed the trip plan and principal Chapter of the confirmed that all chaperones have been briefed believed to the confirmed that all chaperones have been briefed chapter of the confirmed that all chaperones have been briefed believed to the confirmed that all chaperones have been briefed chapter of the confirmed that all chaperones have been briefed believed to the confirmed that all chaperones have been briefed chapter of the confirmed that all chaperones have been briefed chapter of the confirmed that all chaperones have been briefed chapter of the confirmed that all chapter	ASB \$ (Total \$ in account CTE Donations Students Other TOTAL funds for SUV or van \$ for the equipment trailer per the DSD Policy 2320 Procedure and have signed the District's and recommend its approval by the Board of Directors.	

Date	Time	Detailed Trip Itinerary
3/1/19		Depart DHS
3/1/19	//www	Lonch Stop
3/1/19	7. *	Arrive @ Holiday Inn Bulington
3/1/19	1/1-	Arvine @ Gedrow Woolley 4.5.
3/1/19	By.	Arrive back @ Holiday Inn.
3/2/19	Ban	Depart Holiday Inn
3/2/19	Næn	Lunch Hap
3/9/19	400	Arrive @ DHS
	Ot	her Pertinent Information
englise en la companya de la companya del companya della companya		
Charesone	e: Melia	sa Wiley
Startents attending: Cold Gweetland, Tega Greetland,		
Karden Greetland Dulan Holbrook Campyo Hayes		
Malitia Hinkey, William Steed, Trey Smith, Elizabeth Pans Alex Diviney		
Staff Member Responsible Date		
Principal Date		