



**PATTERSON JOINT UNIFIED SCHOOL DISTRICT
BOARD REQUEST FOR SCHOOL-SPONSORED TRIP**

School Site/Program: ISTE Conference

Date Requested: 6/13/2019 Date of Board Meeting 6/17/2019

Purpose of the trip: Professional Development Conference for Technology in the classroom

Destination: Philadelphia, PA

Date(s) of trip: 6/22-6/27/2019

Departure time: TBD Return Time: TBD

Person in Charge: Michael Saunders Title: Instructional Technology Coordinator

Other adults on trip/title: Ashley Jepson Lara Perry (both graduated students)

Number of students: _____

Number of nights: 5 (For trips requiring more than two days stay, attach a detailed itinerary)

Location/Check All That Apply:

☐ In-State/Overnight ☒ Out of State ☐ Out of Country

Transportation/Check All That Apply:

☐ Bus ☐ Private Vehicle ☐ Train ☒ Airplane ☐ Passenger Ship

Cost of Trip: \$5000

Funding Source: LCAP, and reimbursement from iSi

Complete the following if the trip is being organized by an outside vendor or agency:

Name of company or agency: _____

Address: _____

Contact Person: _____

24-hour Emergency Phone
Number: _____

Note: Contracts with vendors for student travel must be approved by the Superintendent or designee

I have read and will abide by the Board Policy and Administrative Regulations 6153 and 3312.2 pertaining to school sponsored trips.

Staff Member in charge Date

Approved by:

Principal Date

 _____
Superintendent Date 01/31/19

Board of Trustees/Clerk Date