

Scott Siegel

From: Mary Jones
Sent: Friday, May 18, 2007 11:42 AM
To: Principals - Secondary; Principals - Elementary
Cc: Cabinet; Robert Elms; Carol Lubinsky; Debra Bukko
Subject: Field Trips
Attachments: CUSD Field Trip Form.doc

Attached please find the field trip form discussed at the last Exec. Council. Adherence to use of this form to tie field trips taken **August** through **May 1** to content standards is to be maintained. Please use your discretion and common sense when reviewing and approving end of the year culminating or reward field trips that occur in May. During this time (May 2 through the end of school) it is not necessary to adhere strictly to the field trip form requirements of tying it to the content standards. MJ

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Ceres Unified School District
 Site Field Trip Request Form
 Curriculum Development Plan

School _____
 Field Trip Destination _____ Proposed Date _____

Departure Arrive Depart Arrive
 Time _____ Destination _____ Destination _____ School _____

No. Students _____ No. Adults _____ Total No. In Group _____

Curricular Area(s) Addressed _____

Specific Standard(s) Supported by the Field Trip

Specific Student Activity Planned **after** the Field Trip

Evaluation Criteria (How will you measure the success of the trip?)

Note: each teacher needs a separate plan if the lessons are different among the combined classes of a field trip.

The field trip will be funded from _____
 Cost of Field Trip Entrance Fee _____
 Transportation _____
 Other _____
 Total Cost _____

Cafeteria has been notified (1 month prior) Yes _____ No _____ NA _____
 Duty/Class covered (If Applicable) Yes _____ No _____ NA _____
 Transportation Arranged Yes _____ No _____ NA _____

Teacher Signature: _____
 Principal's Approval _____ Date _____