

**STOCKTON UNIFIED SCHOOL DISTRICT
SCHOOL SPONSORED TRIP PROPOSAL**

Initial Approval Form

(All field trips involving travel outside the continental United States shall require the prior approval of the Governing Board [BP 6153]).

Principal's signature is required for all field trips

Field Trip Information:

Date of Field Trip: _____ Date Submitted: _____

Destination: _____

Activity and/or Purpose: _____

Signature of Sponsor: _____ Date: _____

Principal: Approved _____ Date: _____

 Disapproved _____ Date: _____
 Reason for Disapproving _____

For Overnight Field Trips and Field Trips Outside the Continental United States:

Director*: Approved _____ Date: _____

 Disapproved _____ Date: _____
 Reason for Dissapproving _____

*Only the Assistant Superintendent's signature is required if there is no Director.

Assistant Approved _____ Date: _____
Superintendent:

 Disapproved _____ Date: _____
 Reason for Disapproving _____

For Trips Outside the Continental United States (Board Agenda Item):

Board of Education Approved _____ Board Meeting Date: _____
 Disapproved _____
 Reason _____

**(Please attach the Field Trip Planning Checklist and Final Approval Form
and a Copy of the Request for Transportation Form)**