

**CONTRACT NAME: AGREEMENT BETWEEN WASHINGTON  
UNIFIED SCHOOL DISTRICT AND DAVIS JOINT UNIFIED  
SCHOOL DISTRICT**

**BRIEF DESCRIPTION OF CONTRACT:** This agreement is between Washington Unified School District and DJUSD to transport DaVinci Charter Academy students to the California State University Maritime Academy in Vallejo. The trip is on November 28, 2017.

**FISCAL IMPACT:** Funding for this trip is included in the site 2017-2018 budget.

**WASHINGTON UNIFIED SCHOOL DISTRICT  
Transportation Request**

SCHOOL DaVinci Charter Academy DEPT. / GRADE 10-12 DATE 11/8/17  
DESTINATION/ADDRESS California State University Maritime Academy, 200 Maritime Academy Road,  
Vallejo CA 94590  
NUMBER OF STUDENTS 30 NUMBER OF ADULTS 5 NUMBER OF BUSES 1  
12:00pm 4:30pm 11/28/17  
SCHOOL DEPARTURE TIME SCHOOL RETURN TIME TRIP DAY AND DATE  
(NOT BEFORE 8:30AM)

BUDGET CODE (MANDATORY) \_\_\_\_\_

FOR CATEGORICAL PROGRAMS ONLY: This expenditure is related to the funding source, \_\_\_\_\_

PLEASE NOTE: A ROSTER WITH EMERGENCY INFORMATION MUST BE PRESENT ON THE FIELD TRIP

Nicole Champarino Roper 11/8/17 Tyler Millisay 11/8/17  
TEACHER'S NAME / DATE SITE ADMINISTRATOR'S SIGNATURE / DATE

DISTRICT APPROVAL (CATEGORIAL/OTHER) \_\_\_\_\_

TRANSPORTATION APPROVAL \_\_\_\_\_

ADDITIONAL REQUESTER INFORMATION: \_\_\_\_\_

PLEASE NOTE: THIS TRANSPORTATION REQUEST IS NOT APPROVED UNTIL ALL SIGNATURES ARE PRESENT

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TRIP EMERGENCY PROCEDURE VERIFICATION: STARTING TIME: \_\_\_\_\_ ENDING TIME: \_\_\_\_\_

DRIVER: \_\_\_\_\_ BUS NUMBER \_\_\_\_\_

YARD	TIME IN	MILEAGE IN	TIME OUT	MILEAGE OUT	TOTAL MILEAGE

TIME ARRIVED SCHOOL	TIME DEPART SCHOOL	TIME ARRIVE DESTINATION	TIME DEPART DESTINATION	TIME ARRIVED BACK TO SCHOOL

TRIP COMPLETED \_\_\_\_\_  
DRIVER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

.....  
(OFFICE USE ONLY)

MILEAGE CHARGE \_\_\_\_\_ RATE \_\_\_\_\_ COST \_\_\_\_\_  
DRIVING HOURS \_\_\_\_\_ RATE \_\_\_\_\_ COST \_\_\_\_\_  
OVERTIME \_\_\_\_\_ RATE \_\_\_\_\_ COST \_\_\_\_\_

TOTAL WORKDAY HRS \_\_\_\_\_  
(M.O.T. INFORMATION ONLY)

TOTAL COST \_\_\_\_\_

3545-4-TR (revised 09 /14)

**DAVIS JOINT UNIFIED SCHOOL DISTRICT**  
**Field Trip Request Form (Form 1b)**  
**For day trips and walking trips**

Teacher(s) Boper, Strand Date of submission 11/7/17

Grade or Group 10-12 School Da Vinci HS

Destination Cal Maritime

Mode of Transportation charter bus

Educational Objective (include how student learning will be evaluated):

Students will be exposed to a Cal State University (Cal Maritime)  
and learn abt the different programs available.

Itinerary: depart DVCA @ 12 pm, tour @ Maritime/info session,  
depart at 3:30 pm

If this trip includes water activities, did the parent permission form include that information? Yes ☐ No ☒

Total number of students: 30 Total number of adults accompanying students: 4 or 3

Total number of students on health plans that require medication: \_\_\_\_\_

Identify school staff member with current CPR certificate (attach copy) \_\_\_\_\_

Cost per student: 0 How will trip costs be covered? College Block Readiness Grant  
(note: classroom/school funds will be used to cover costs for any student who cannot or does not contribute the requested donation. No student will be excluded from any school-sponsored trip for financial reasons.)

Will field trip lunches be ordered from Student Nutrition Services? yes

Date(s) of Trip Tuesday, November 28th

Departure 12 pm Return 4:30 pm

I certify that all aspects of this trip will be in compliance with Board Policy.

Teacher Signature: [Signature]

Principal Approval: T. Millberg

**Keep on file in school office**

- ☒ This trip is approved. Please proceed with planning.
- ☐ Please see me. I need clarification.
- ☐ This trip is not approved for the following reasons: \_\_\_\_\_

T. Millberg 11-7-17  
Principal's Signature Date