

SUBJECT: Out of County or Overnight Activity – Walk On

PERSON(S) RESPONSIBLE: Matt Bell, Principal, Pacific Grove High School

RECOMMENDATION:

The Administration recommends that the Board approve or receive the request as presented.

BACKGROUND:

Board Policy 6153 requires prior approval of all school sponsored trips. Out of County/State or overnight trips require Board approval. Other trips may be approved by the Superintendent or designee.

INFORMATION:

The attached list identifies an overnight/Out of County/State trip(s) being proposed by a school site at this time.

FISCAL IMPACT:

The request has an identified cost and associated source of funds. The activities expose the District to increased liability with a resulting potential for financial impact.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

OUT-OF-COUNTY OR OVERNIGHT ACTIVITIES

<u>DATE</u>	<u>STUDENTS/CLASS</u>			<u>COST</u>	<u>FUNDING SOURCE</u>
<u>DESTINATION</u>	<u>ACTIVITY</u>	<u>TRANSPORTATION</u>			
October 17-18	Mock Trial Club, Grade 11,12	Auto		\$1,500	Mock Trial/ASB
Moreau Catholic High School, Hayward, CA	Mock Trial Academy				

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

REQUEST FOR OFF CAMPUS ACTIVITY

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-STATE OR OVERNIGHT ACTIVITIES.
THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT, THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO BOARD MEETING

PRIOR TO THE EVENT

Date of Activity Oct 17 and 18, 2015 Day of Activity Saturday, Sunday

Place of Activity Moreau Catholic High School, Hayward, CA

School PGHS Grade Level 11-12

School Departure Time 6am AM X PM _____

Pickup Time **From** Place of Activity _____ AM _____ PM _____

Name of Employee Accompanying Students Larry Haggquist

Number of Adults 1 Number of Students 5

Class or Club Mock Trial

Description of Activity Stand-up Mock Trial Academy for Advanced Competitors

Education Objective to offer students an opportunity to work w/ professionals on writing, speaking, critical thinking, and legal reasoning -

List All Stops N/A

Means of Transportation: () 84 Passenger () 72 Passenger () 48 Passenger () 18 Passenger
 () Charter (X) Auto* () Walk () Other** _____

*#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department *

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos FO
 (Teachers Initials)

2. If using vans, you MUST list who the drivers are. _____

3. Cost of Activity \$ 1,500

4. Cost of Transportation \$ _____

Total Cost (Activity + Transportation) \$ _____

5. Fund to be Charged for all activity expenses: () Acct. Code Mock Trial
 () Students
 () Other _____

6. Requested By Larry Haggquist Date 9/28/15
 Employee's Signature (Employee accompanying students on activity)

7. Recommend Approval [Signature] Date 9/29/15
 Principal's Signature

Transportation Department/District Office Use Only

Bus(s) () Available () Not Available

Date Received OCT 01 2015

Cost Estimate \$ _____

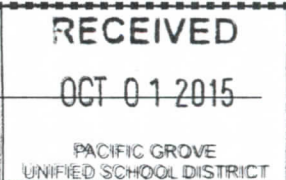
Approved By _____ Date _____

Approved By [Signature] Date 10/1/15
 Transportation Supervisor

Approved By _____ Date _____
 Assistant Superintendent

Date of Board Approval walk-on Oct 1, 2015

Updated 7/24/14

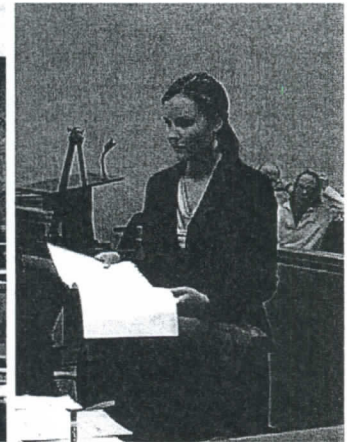




The first Academy designed specifically for experienced competitors and top teams.

October 17-18, 2015

Moreau Catholic High School (Bay Area)



Email director@standupmocktrial.com to register.



- Advanced tactics for cross-examination
- Advanced techniques for witness performance
- Advanced strategies for objections
- Advanced tools for



\$245 per person, with **significant discounts for groups**. This includes instruction, materials, and lunches. The Academy runs 9 am to 5 pm.

Want to know whether the