

Mercedes Toural, Chief Education Officer
and Deputy Superintendent of Schools

**SUBJECT: REQUEST AUTHORIZATION FOR STUDENTS TO TRAVEL OUT
 OF THE COUNTRY**

COMMITTEE: EDUCATION AND SCHOOL OPERATIONS

A request has been received for students to travel out of the country. All arrangements are in accordance with Board Rule 6Gx13- 6A-1.22, Field Trips. Funding for substitutes needed as a result of classroom teacher participation in this trip will be provided from the individual school's budget.

SCHOOL	TO	DATE	APPROXIMATE NUMBER OF STUDENTS
Robert Russa Moton Elementary School	Toronto, Canada	05/01/03 through 05/04/03	20

EDUCATIONAL PURPOSE: Students in the elementary magnet music department at Robert Russa Moton Elementary School will compete in the American Music Festival in Toronto, Canada.

Four days are required for this trip, two of which are school days. Travel will be provided by U.S. Airways.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, approve the out-of-country field trip to Toronto, Canada, for students at Robert Russa Moton Elementary School, from May 1, 2003 through May 4, 2003.

RKF:js

B-75

MAR - 5 2003



REGION OFFICE USE ONLY
Stamp Date Received

FIELD TRIP PERMISSION REQUEST FORM

PRE-APPROVED BY: BOARD RULE FHSAA

PERMISSION IS REQUESTED TO PARTICIPATE IN A FIELD TRIP.

DATE 02/24/03

In-County Out-of-County Out-of-State Out-of-Country

Destination Toronto, Canada ADDRESS _____

Dates of Trip (Include departure/return time) FROM 5/1/03 4:30 am TO 5/4/03 8:00 pm

Name of School Group (Band, Debate, etc.) Robert Russa Moton Elementary Magnet Music Dept.

Name of School Group Sponsor Ms. Katherine Duncan & Mr. Bryan Petorak

Number of Students in Group 90 Number of Students Participating in Trip 20

Cost to Each Student \$800.00 Provision for Those Unable to Pay Numerous Fundraisers

Means of Funding Trip Numerous fundraisers (see attached list)

Number of Teachers 2 + school principal Number of Parents 14

PARENT PERMISSION SLIPS for participating students must be on file in the Office of the Principal prior to the field trip.

PURPOSE FOR TRIP (Include objective, invitation and itinerary) To perform in vocal and instrumental competition with the North American Music Festival (see attached itinerary)

TRANSPORTATION: *Private Vehicle (Name of Driver) _____

**Bus Company _____

Airline (Name of Carrier) U.S. Airways

Other (Specify) _____

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*Valid Driver's License verified? Yes ___ No ___ By Whom? _____
(Private Vehicle Only)

**Approved Chartered Bus verified by Department of Procurement Management (995-2350) Yes No ___ By Whom? Lashane Clark

**Approved Private School Bus verified by Department of Transportation (234-3365) Yes ___ No ___ By Whom? _____

PRINCIPAL SIGNATURE Yvonne Harrison SCHOOL Robert Russa Moton Elementary
REGION SUPERINTENDENT'S APPROVAL Carol Carter M.Ed. DATE 3/5/03
(Return to school for submission to District Athletics/Activities and Accreditation, if applicable)

FORWARD ONE COPY OF THIS FORM TO THE CAFETERIA MANAGER OF YOUR SCHOOL.

*FOR IN-COUNTY OR PRE-APPROVED TRIPS, FORWARD ONE COPY OF THIS FORM WITH ROSTER ATTACHED TO THE REGION OFFICE.

*FOR OUT-OF-COUNTY (NOT PRE-APPROVED), THIS FORM AND ALL SUPPORTING DOCUMENTS MUST BE FORWARDED TO REGION OFFICE FOR REVIEW AND APPROVAL.

*FOR OUT-OF-STATE (NOT PRE-APPROVED) AND OUT-OF-COUNTRY TRIPS, THIS FORM AND ALL SUPPORTING DOCUMENTATION MUST BE FORWARDED TO THE DIVISION OF ATHLETICS/ACTIVITIES AND ACCREDITATION FOR REVIEW AND SUBMISSION FOR BOARD APPROVAL.
MAIL CODE: 1500 ANNEX - ROOM 216

FOR REGIONAL OPERATIONS AND/OR DISTRICT ATHLETICS/ACTIVITIES AND ACCREDITATION USE ONLY

District Director George M. Koonce, Jr. JMK Date 3/17/03

Associate Superintendent [Signature] Date 3/12/03