

Aztec Municipal School District
Field Trip Request per Aztec Board of Education Policy IJOA

☐ Trip Longer Than School Day ☐ More Than 100 Miles One Way ☐ Overnight Trip

The American Indian office respectfully requests permission to travel to the American Indian Junior Day hosted by the University of New Mexico's American Indian Student Services.

Justification for Trip – Please be sure your justification is aligned with the goals of your school's current 90 Day Plan, the learning standards in your classroom and how it will improve the learning of your students.

The AI Juniors are invited to learn about admissions to UNM, financial aid, student life as well as cultural experiences on UNM campus by interactions with current students, and more educational opportunities as they prepare in becoming seniors in SY 24/25.

Date(s) of Trip: Tuesday, April 2 to Wednesday, April 3, 2024

Time of Travel

Depart School: 3:30 PM Arrive Back at School: 8:00 PM

Names of Adult Chaperones: Kimberly Zah and Brandon John

Estimated Cost of The Trip: \$3,475.88 Please attach an itemized list of costs.

Will fundraisers be used to secure funds for this trip? ☐ Yes ☐ No
Please attach a list of approved fundraisers.

Name of Person Making Request: Kimberly Zah Date Request Submitted: February 20, 2024

This Trip Has Been Approved by:

☒ Athletic/Activities Director

Corey Hogg

Date

2/22/24

☐ Principal:

Date

☐ Superintendent: Kevin Summers

Date

☐ Board of Education

Date

Points to Consider Before Requesting Board Approval

- ☐ Appropriate for the age level, grade level, and curriculum
- ☐ All district employees will travel on the bus unless prior approval by the Principal
- ☐ Long enough in advance so that arrangements can be made prior to the trip
- ☐ Written permission must be obtained from the parents or legal guardians

- ☐ Have these students attended this trip or a similar trip in the past three years?