

**Aztec Municipal School District
Field Trip Request**

The _____ First Grade Team _____ respectfully requests permission to travel to
_____ ABQ ZOO _____.

Points to Consider Before Requesting Approval

- Appropriate for the age level, grade level, and curriculum?
- All district employees will travel on the bus unless prior approval by the Principal? Request made 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?

Justification for Trip – How does this trip align with your school’s current 90 Day Plan, the learning standards in your classroom, and how it will improve the learning of your students?

Type or attach narrative: Our goal is to enrich students learning experiences by giving them the opportunity to venture outside the brick and mortar of a school building and take their learning to the next level. The students will be doing independent zoo animal research projects where they have to conduct research on an animal that they might find at the zoo. In addition, they have to create a habitat at home that their zoo animal will live in. They will then give a presentation about their zoo animals in our school mock zoo. By going to the zoo they will get to see their project in fruition from beginning to end and see how the daily operations of a zoo is like. It will help them get insight to the career of a zookeeper, veterinarian , etc. In addition, they can make comparisons to what they learned about zoo animals and what they observed at the zoo.

Date(s) of Trip: April 25th, 2024

Time of Departure: 5:30AM **Time you will Arrive Back:** 5: 30PM

Names of Adult Chaperones: Deb Martinez, Ione Randleman, Rita SPigner, Ashley Phillips, and Tinessa Lee and 2 parent volunteers from each classroom _____

Estimated Cost of The Trip: \$ 21.00 Please attach an itemized list of costs.

Will fundraisers be used to secure funds for this trip? Yes XNo
Please attach a list of approved fundraisers.

Name of Person Making Request: Ashley Phillips **Date Request Submitted:** 2/22/24

Approved by:

Principal/Athletic and Activities Director:

Samuel Nelson Date 2-22-24

Superintendent:

_____ Date _____

Board of Education: (If required per Board Policy IJOA)

_____ Date _____

March 2022

**I-6500 IJOA
FIELD TRIPS**

Field trips must be planned within the context of the school program and must be appropriate for the age level, grade level, and curriculum. Due to limitations imposed by local conditions, field trips may be limited by the Superintendent. All field trips must be specifically approved by the Superintendent long enough in advance so that arrangements can be made prior to the trip. Before any student is taken from the school grounds on a field trip, written permission must be obtained from the parents or legal guardians. Transportation shall be provided only by District vehicles, driven by authorized personnel.

In general, field trips shall be conducted within the normal school day and shall be limited to a distance of not more than one hundred (100) miles one (1) way from the school. Longer trips or overnight trips must have Board approval. The District will not sponsor, approve, support, or encourage field trips that do not meet the criteria outlined in this policy, unless the Board gives approval after a presentation justifying the specific need for the exception.

Adopted: April 14, 2020