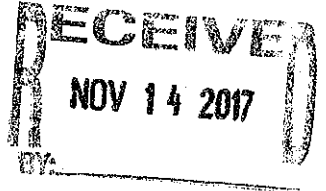


# AUGUSTA SCHOOL DEPARTMENT

## Out-of-State, Overnight, Out-of-Country Student Activity Travel Request

This form must be completed and submitted to the superintendent's office at least one week prior to the regularly scheduled board meeting (second Wednesday of each month).

### CONTACT INFORMATION



DATE OF REQUEST: 11/14/17 SCHOOL: Cony  
REQUEST BY (name of student group): Cony Spanish Club  
CONTACT PERSON: Gretchen Livingston CONTACT PHONE: 626-2460  
NUMBER OF STUDENTS: 8 ext: 2271  
CHAPERONES: Gretchen Livingston Kim Scholz  
Amishia Hinkley  
NAME OF EVENT: Guatemala Trip  
EDUCATIONAL REASON FOR TRIP: Volunteering

### TRIP INFORMATION

Overnight  Out-of-State  Out-of-Country  
DATE(S) OF TRAVEL: 2/15/17 - 2/25/17  
LOCATION (City & State/Country): Guatemala City, Guatemala  
MEANS OF TRANSPORTATION: United Airlines ESTIMATED COSTS: \$2000  
ACCOMMODATIONS: Safe Passage hotels in Antigua, Guatemala  
IF SCHOOL TRANSPORTATION IS NEEDED, INDICATE NUMBER OF MILES: 0

### FUNDING

Indicate here if group will be paying own way through fund raisers, self-pay, etc.:

Students paying our way off set by fundraisers

Operating budget account # \_\_\_\_\_ Amount: \_\_\_\_\_  
Student activity account # \_\_\_\_\_ Amount: \_\_\_\_\_  
Donated by: \_\_\_\_\_ Amount: \_\_\_\_\_

Approved

By: [Signature]  
Administrator-in-Charge

Date: 11/14/17

BY: [Signature]

James N. Anastasio, Superintendent of Schools

Date: 11/14/17