



**Beverly Hills
Unified School District**
CREATING A WORLD CLASS EDUCATION

Beverly Hills High School

241 Moreno Drive
Beverly Hills, CA 90212
310-551-5100 main

Mark Mead
Principal

TRANSMITTAL:

Board of Education
Beverly Hills, CA

Date Submitted: March 26, 2018

SUBMITTED FOR YOUR APPROVAL

Dr. Michael Bregy
Superintendent of Schools

TO: Dr. Michael Bregy, Superintendent

FROM: Mr. Mark Mead, Principal
Teachers: Elfego Cruz/John Castle

RE: BHHS Robotics - First Robotics Championship, Houston, TX - Out-of-County Activity

We would like to request Board approval for the following Out-of-County activity:

- Robotics/April 18 – 22, 2018/George R. Brown Convention Center and Minute Maid Park, Houston, TX
- Robotics World Championship Houston (15-20 students)
- Students will travel by airplane and local transportation. Elfego Cruz, John Castle and 1 or 2 more chaperones TBD
- Students will pay for their hotel accommodations and airfare. BHEF co-curricular funds will cover the cost of shipping the Robot. CTE Grant will cover the cost of subs.

FIELD/STUDY TRIP & BUS REQUEST - BEVERLY HILLS UNIFIED SCHOOL DISTRICT

NOTE: All paper work must be approved by the Site Administrator and submitted to the Assistant Superintendent Ed. Svcs. 30 days prior to the desired date, especially if a bus rental is needed. Keep a copy of all forms for your records.

TODAY'S DATE: 3/26/2018SCHOOL/DEPT: BHHS/CTE/RoboticsPERSON(S) IN CHARGE (Give names of all teachers and administrators): John Castle/ Elfego CruzCONTACT PHONE #: 503 380-3948 John 424 789-4840 ElfegoE-MAIL: jcastle@bhusd.org, ecruz@bhusd.orgACTIVITY/SCHOOL PROGRAM: RoboticsPLACE (DESTINATION): First Robotics Championship Houston

Write-in how this experience will enhance and support students' learning. Robotics business and engineering students have the opportunity to raise funds, design a team "brand", hone teamwork skills and build a robot to perform prescribed tasks against a field of competitors at a world level.

Specific Tour(s), if any: NATOTAL COST OF TRIP: TBDAccount #: 01.0-90341.0-11900-41000-5891-0050000 for busADMISSION FEE PER PERSON: won a special grantSUBSTITUTE COST/# OF DAYS: CTETRANSPORTATION COST: TBD

OTHER COSTS: _____

☐ GENERAL FUND☐ PTA/PTSA☒ CTE☒ OTHER (SPECIFY) BHEF Co-curricularHOW WILL FUNDS BE COLLECTED: money into the Robotics ASB account, amount TBDHOW WILL FUNDS BE PAID: hotel will be paid from ASB account

MODE OF TRANSPORTATION:



WALKING



BUS RENTAL*



PRIVATE VEHICLE (ADDITIONAL FORM NEEDED)



RENTAL VEHICLE (ADDITIONAL FORM NEEDED)

(Seat Belts requested for all trips)

DATE(S) NEEDED: 4/18-4/224/22

DEPARTURE DATE

RETURN DATE


NUMBER OF ADULTS: 3-4NUMBER OF STUDENTS: 15-20 GRADE LEVEL(S): 9-12

<u>DEPARTURE INFORMATION</u>	
LEAVE TIME:	<u>TBD</u>
SITE NAME:	_____
SITE ADDRESS:	_____
SITE PHONE #:	<u>(503) 380-3948 John</u>
ADDITIONAL INFORMATION:	<u>(424) 789-4840 Elfego flying</u>

<u>DESTINATION INFORMATION</u>	
LEAVE TIME:	_____
SITE NAME:	<u>George R. Brown Convention Center</u>
SITE ADDRESS:	<u>1001 Avenida De Las Americas</u> <u>Houston, TX 77010</u>
SITE PHONE #:	<u>(713) 853-8000</u>
ADDITIONAL INFORMATION:	<u>Doubletree Downtown Houston</u> <u>400 Dallas St, Houston, TX 77002</u>

*Bus Rental: Approval by Site Administrator and Assistant Superintendent is required. Ed. Services will forward the request for buses to the Purchasing Department. A trip confirmation and estimated of bus cost will be sent to the Office Managers. The Site Administrator/Teacher must sign the confirmation and return it to Purchasing by email or FAX (310) 556-4319.

Teacher's Signature



Date:

3/26/2018

Site Administrator



Date:

3/26/2018

Assistant Superintendent

Date: