



El Camino Real Charter High School

Minutes

Travel Committee Meeting

Date and Time

Thursday November 16, 2017 at 4:00 PM

Location

El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard,
Woodland Hills, CA 91367

Committee Members Present

Beatriz Chen, Jonathan Wasser, Scott Silverstein

Committee Members Absent

None

Guests Present

Daniel Chang

I. Opening Items

A. Call the Meeting to Order

Beatriz Chen called a meeting of the Travel Committee Committee of El Camino Real Charter High School to order on Thursday Nov 16, 2017 at 4:04 PM.

B. Record Attendance and Guests

II. Travel Committee

A. Discuss and Possible Vote on NJROTC Trip to Arizona

The trip has been approved by administration. And the parameters of the trip appear reasonable in every way.

There was a question as to whether the form is adequate, would like a more comprehensive checklist.

It was noted that the Navy and NJROTC will pay for all the students to participate. ECR's cost is for food and lodging for the chaperones, and for the chartered bus.

The Committee would like to have all requests submitted at least 30 days before the requested approval date, whenever possible.

Beatriz Chen made a motion to approve the trip to Arizona, including lodging and per diem for the chaperones, and for the charter bus, up to a maximum of \$5,000.00 total. Scott Silverstein seconded the motion.

The committee **VOTED** unanimously to approve the motion.

III. Closing Items

A. Adjourn Meeting

Jonathan Wasser made a motion to adjourn the meeting.

Beatriz Chen seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:24 PM.

Respectfully Submitted,
Daniel Chang