

# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1d

**Meeting Date:** March 1, 2018

**Subject:** Approve Sutter Middle School Field Trip to Ashland, Oregon  
March 14-16, 2018

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Academic Office

**Recommendation:** Approve Sutter Middle School Field Trip to Ashland, Oregon from March 14, 2018 to March 16, 2018.

**Background/Rationale:** On March 14, 2018 a group of 57 students, nine parent chaperones, and two teacher chaperones from Sutter Middle School will travel via charter bus and private vehicle to Ashland, Oregon to see plays at the Oregon Shakespeare Festival. This will allow students to experience acclaimed literature and a series of plays performed professionally.

**Financial Considerations:** No cost to the district.

**LCAP Goal(s):** College and Career Ready Students

Sacramento City Unified School District

**FIELD TRIP REQUEST FORM**  
(USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.

School Name Sutter Middle School

Date January 29, 2018

Teacher's Name Andrea Zarate

Room # 304

Telephone # 916.395.5379

Fax # 916.264.3436

Shakespeare Festival  
[Redacted text]

Local (50 mile radius)     Out-of-Town (Beyond 50 mile radius)     Overnight

Out-of-State/Country     Involving Swimming or Wading     Unusual Activities

Route I-5 North to Ashland, OR

Educational nature of field trip/excursion

plays, attend two prologues, and attend workshops.

Depart Date 3/14/18 Time 9am am/pm

Return Date 3/16/18 Time 3pm am/pm

[Redacted text]

Sacramento City Unified School District  
**OUT-OF-STATE OR OUT-OF-COUNTRY  
TRAVEL REQUEST**

School Name Sutter Middle School 1/29/18  
Teacher's Name Andrea Zarate Room # 304 Telephone #916.395.5370

Field Trip Destination Ashland, OR - Shakespeare Festival

Reason for travel To culminate the reading of Henry V by Shakespeare, my students

[Redacted]

additional play, attend two prologues, and participate in three workshops

18  
22/18

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling)

[Redacted]

# TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

**Instructions:** This form must be completed and received in Accounts Payable at least **30 days** prior to the proposed trip. **60 days** if out-of-state

**Request to Attend:**

Conference/Meeting

**Purpose for Attending:**

Professional Development

[Redacted content]

School/Department | Sutter Middle School

Date | Jan 29, 2018

Date(s) of Event | March 14-16, 2018

Location | Shakespeare Festival - Ashland, OR

Event Title (attach brochure) | Shakespeare Festival