

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

Agenda Item# 10.1i

Meeting Date : November 21, 2019

Subject : Approve West Campus High School Basketball Field Trip to Phoenix, A Z
from December 16 through December 21, 2019

- 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 West Campus High School Field Trip to Phoenix, Arizona from December 16 through December 21, 2019.

Background/Rationale : On December 16, 2019, a group of 11 students, two teachers and one parent chaperone from West Campus will travel via commercial airline to Phoenix, Arizona, to participate in the Nike National Basketball Tournament of Champions.

Financial Considerations : No cost to the District.

LCAP Goal (s): College and Career Ready Students

Documents Attached:

1. Out of State Field Trip Documents

Estimated Time of Presentation : N/A Submitted by:

both athletics and academics.

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:

Purpose for Attending:

Conference/Workshop

Professional Development

Business Meeting

Continued Education Credits Earned

REQ

R20-00674

School/Department West Campus High School

Date 10/25/2019

Date(s) of Event 12/16/2019 - 12/21/2019

Location Phoenix, Arizona - Nike Tournament

Event Title (attach brochure)

Nike Tournament of Champions

11

10-29-19

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

School Name West Campus High School

Date 12 / 16 / 2019

Teacher's Name John Langston Room # N/A

Telephone # 916-531-3529

Field Trip Destination Phoenix Arizona

Reason for travel Girls Basketball Tournament

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling,
10/29/19

10 31 19

Date

rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver to Risk Management for review before signing. Attach a detailed itinerary for each day

Signed

Approvals:

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
SE A SEPARATE FORM FOR EACH TRI

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

School Name _____ Date _____ 2019
Teacher's Name John Langston Room # _____ Telephone # (916) 531-3529
Fax _____

Field Trip Destination Phoenix, Champions

Local-50 mile radius (bus/walking) Local-50 mile radius (driver led trips) Out-of-Town (Beyond 50 mile radius)

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

Educational nature of field trip/excursion _____ Tournament on a national level _____

Depart Date 12 / 16 / 2019 Time 4:50^{PM} am/pm Return Date 12 / 21 / 2019 Time 11:35^{PM} am/pm

TRANSPORTATION will be provided by: Walking School Bus - contact Transportation Field Trip Office
 Charter Bus Company (certified): Yes No - Check with Field Trip Office
 Private Vehicle/Parent Driver/Faculty Driver - Complete Volunteer Personal Automobile Use Form for each vehicle and
_____ (check with Human Resources for fingerprint clearance)

Date 10-31-19