

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1g

Meeting Date: March 15, 2018

April 13-15, 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 West Campus High School Field Trip to Reno, Nevada
April 13-15, 2018.

Background/Rationale: On April 13, 2018 a group of 13 students, one adult chaperone and two teacher chaperones from West Campus High School will travel via rental car to Reno, NV to attend the CNH KEY Club District Convention. This program
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Sacramento City Unified School District
FIELD TRIP REQUEST FORM
A SEPARATE FORM FOR EACH TRIP)

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

School West Camachus School 02 09 2018
Anne en #46

Field Trip Grand Sierra Reso 2500 E 2nd Reno, NV 89595

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

School Name **West Campus High School** **02** **2018**
Teacher's Name **Anne Bestgen** # **46** Telephone # **9162776400**

Reason for travel **Attend leadership development, life skills, and college planning workshops. Celebrate the year's service through awards. Network with students from California, Nevada, and Hawaii.**

itinerary for each day

TRAVEL REQUEST FORM (ACC-F014)

Sacramento 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:

Professional Development

Continued Education Credits Earned

David Redri UEL 02/23/18

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School/Department | West Campus High School

Date | 02/22/2018

Date(s) of Event | Friday April 13 - Sunday April 15

Location | 2500 E 2nd St, Reno, NV 89595

Event Title (attach brochure) | Key Club District Convention

development, life skills, and college planning workshops. Celebrate the year's service Nevada, and Hawaii.

or
and Career ready

How does this travel align with the District's strategic

How will this activity/event be used and shared?

event

Name of Attendee(s)
(attach sheet for additional attendees)

Position

Substitute No. of Days
(Y/N)* * Required

Budget Code