



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.11

**Meeting Date:** March 21, 2019

**Subject:** Approve Leonardo da Vinci K-8 School Science Field Trip to Davis, California April 25, 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 Leonardo da Vinci K-8 School Field Trip to UC Davis Science Center at Incline Village, Nevada on April 25, 2019.

**Background/Rationale**

**The students**

be participating in activities related to the Earth's surface and outdoor studies in  
ure.

**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:** Dr. Iris Taylor, Chief Academic Officer

Chad Sweitzer, Instructional Assistant Superintendent

**Approved by:** Jorge A. Aguilar, Superintendent

**FIELD TRIP REQUEST FORM**

USE A SEPARATE FORM FOR EACH

Date

4 25 7:30 AM

4

2/27/2019

Distribution: Refer to the Field Trip Information Form RSK 106F for the forms and

for each trip:

1. all documents at si rward a lralor.
2. val then forward to t Admini ks prior to trip. Submit
3. weeks prior to trip.
4. gment Administrator for approval 6 weeks prior to trip.
5. approval 6 weeks prior to trip.
6. gn strator for approval 6 prior to trip.

7.

8.



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

School N **Leonardo da Vinci School**      **02 05 2019**

Teacher's Name **Celeste**      Room # **29**      \_Telephone

Field Trip Destination **UC Davis Tahoe Environmental Cntr**

Reason for travel **Science: including, but not limited to geology and watershed studies.**

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of -

[Redacted text block containing details of activities and parent waiver information]

1

Contractor waiver to Risk Management for review before signing. Attach a detailed

[Redacted text block containing contractor waiver details and additional notes]

3

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

Request to Attend:

Purpose for Attending:

79

Professional Development

weekend trip 60 days if out of state

von Davis 2 9

3/4/19

School/Department | LEONARDO DA VINCI EK-8

Date | FEBRUARY 6, 2019

Registration Fee

Hotel

Airfare \*\*\*\*

Car Rental \*\*\*\*

\*\*\*\* If airfare or car rental is requested, send a copy of this form to Purchasing, Box 830