



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1g__

_____ from March 20- 25, 2024

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

Division: Deputy Superintendent

Recommendation: Approve Albert Einstein field trip to Washington DC and New York

_____ City from March 20-25, 2024

Background/Rationale: On March 20, 15 students, two teachers and six chaperones

will travel via commercial airline to Washington DC. Students will arrive in NYC on March 23. Students will gain knowledge about US Government and history and visit historical landmarks. _____ es will be paid by _____

_____ parents.

LCAP Goal(s): College preparedness, increasing communication and critical thinking

_____ skills.

Documents Attached:

1. Out-of-state field trip documents

Estimated Time of Presentation: N/A

Submitted by: Mary Hardin Young, Interim Deputy Superintendent
Tuan Doung, Assistant Superintendent

Approved by: Lisa Allen, Interim Superintendent

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

Albert Einstein MS

2 22 24

Teacher's Name Anna Ruggiero Room # 67 Telephone # 395-5310

Field Trip Destination Washington DC and New York

Reason for travel Curriculum enrichment

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

contract or waiver to Risk Management for review before signing. Attach a detailed itinerary for each day

Signed

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Request to Attend:	Purpose for Attending:	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.
<input type="checkbox"/> Conference/Workshop	<input checked="" type="checkbox"/> Professional Development	

Business Meeting Continued Education Credits Earned REQ

School/Department | Albert Einstein Middle School Date | 2-22-24

Date(s) of Event | 3/20/24-~~3/25/24~~ Location DC and New York Trip

Event Title (attach brochure) | Student Trip to Washington DC and New York

Purpose* Yes

*What does this activity give students, attendees, staff.

How does this travel align with the District's strategic and

Student will be able to discuss with peers upon their return