

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

Agenda Item 9.1g

Meeting Date: November 2, 2017

Subject: Approve C.K. McClatchy High School Field Trip to Sandy, Utah
November 30 –December 2, 2017

- 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 McClatchy High School Field Trip to Sandy, Utah from
November 30 to December 2, 2017

Background/Rationale: On November 30, 2017 a group of 8 students, 1 teacher
chaperone, and 1 parent chaperone from McClatchy High School will travel via

Sacramento City Unified School District
FIELD TRIP REQUEST FOR
(USE 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
10/8/17 Date

Teacher's Name

Room #

Telephone # 9167120782
Fax # 9165512196

Field Trip Destination

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

(forward directly to Field Trip Office)

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

Route

Educational nature of field trip/excursion

Depart Date _____ im _____ am/pm Return Date _____ ime 10:30
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

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

School N

1

Teacher's Name ste

Room #

elephone #916

[Redacted area containing multiple horizontal lines, likely covering sensitive information.]

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 for review before signing. Risk management approval required.

Attach a detailed Itinerary for each day:

[Redacted area]

Signed

r

[Handwritten signature]

App ls:

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Requester's Name	Reason for Attendance	Instructions: This form must be completed and submitted to the District Office. Payable at
Requester's Title	Requester's Department	Requester's Phone Number

[REDACTED]