

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

Agenda Item 10.1h

Meeting Date: March 21, 2019

Subject: Approve Albert Einstein Middle School United States History Field Trip to Washington DC April 8-12, 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 Albert Einstein Middle School Field Trip to Washington DC from April 8, 2019 to April 12, 2019.

Background/Rationale: On April 8, 2019 a group of nine students, one parent chaperone, and one staff chaperone from Albert Einstein Middle School will travel via commercial airline to Washington DC. The students will be studying our nation's historic site and experience first-hand what they have been learning in school.

Finan

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

Use a separate form for each field trip. See below reference distribution section for details concerning each type of trip.

[Redacted content]

School Albert Einstein Middle School

2 7 2019

Teacher's Name Anna Ruggiero

Room # 67

Telephone

Fax # _____

Field Trip Destin Washi ton DC

[Redacted content]

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

School Name Albert Einstein D
Teacher's Name Anna Ruggiero Room # 67 Telephone # 916-395-5310
Field Trip Destination Washington DC

Reason for travel ANNUAL 8TH GRADE US HISTORY TRIP TO
EXPLORE THE NATIONAL CAPITAL. GUIDED TOUR
WILL INCLUDE WALL MONUMENT, WHITE HOUSE, CONGRESS
FORD'S THEATRE, 9/11 MEMORIAL SITE AND OTHERS

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 _____
Teacher

Approval

P _____
Date 2 / 12 / 19

Dept. _____
Date 3 / 7 / 19

Segment _____ mi

Superintendent _____
Date 3 / 13 / 19

Board Approval Date _____

TRAVEL REQUEST FORM (ACC-F01)
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

School/Department | ALBERT EINSTEIN MIDDLE SCHOOL

Date | 01/16/2019

Date(s) of Event | April 8 to April 12, 2019 Location | WASHINGTON DC

Event Title (attach brochure) 9 WASHINGTON DC FIELD TRIP

EXPLORE THE NATION'S MOST IMPORTANT HISTORIC SITES AND EXPERIENCE FIRST HAND WHAT THEY HAVE IN SCHOOL.

give students, attendees, staff, or commu

How does this travel align with the District's strategic

E, EMOTIONALLY HEALTHY AND ENGAGED STUDENTS. PROVIDE ADDITIONAL PORTUNITIES FOR HIGH QUALITY LEARNING.

Tarik

2-12-19

M

3