

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

Sacramento City Unified School District  
FIELD TRIP REQUEST FORM

(USE A SEPARATE FORM FOR EACH TRIP)

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

School Name **Sutter Middle School**

Date **11 / 13 / 17**

Teacher's Name **Elaine Tom**

Room # **216** Telephone # **916-395-5370**

**Ashland, Oregon Shakespeare Festival**

**Students will stay at the Southern Oregon University**

and experience college life, watch two plays from the Oregon Shakespeare Festival, take four hours of workshop provided by the City for Shakespeare educators and learn about the history

**2 / 5 / 18**

# TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Purpose for Attending:

Conference/Workshop

Professional Development

Business Meeting

Continued Education Credits Earned

REQ

School/Department Middle School

Date Jan 9, 2018

Date(s) of Event

Location Ashland, Oregon

Event Title (attach brochure)

Shakespeare Festival

will participate in college life and watch two plays performed by Oregon Shakespeare

Purpose\*

\*(what does this activity give students, attendees, staff,

1/22/18

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