

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

Agenda Item 10.1o

Meeting Date: March 15, 2018

Subject:

acramento C Unified School District
FIELD TRIP REQUEST FORM
USE A SEPARATE FORM FOR EACH TRI

[Redacted content]

711

20/18

[Redacted content]

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

School Name

Date 04/13-15 /2018

Teacher's Name John Perrvma

Room # E7

Telephone # 833-4989

Field Trip Destination

Reason for travel

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

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2 26 18

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.

Conference/Workshop

Professional Development

[Redacted content]

2/20/18

Date(s) of Event 4/13-15/18

Location | The Grand Sierra Resort Reno

Event Title (attach brochure) | Key Club Conventlon

Purpose* Key Club Officer elects attend leadership training