

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

Agenda Item# 13.1k

Meeting Date: September 19, 2024

Subject: Approve AM Winn field trip to Ashland, OR from October 11- 12, 2024

Information Item Only

FIELD TRIP REQUEST FORM

A SEPARATE FORM FOR EACH TRIP

Parent Permission Form is required for each student. See below reference distribution section for details concerning each type of trip.

School

A.M. Winn TK-8 Public Waldorf School

09

04

2024

Teacher's

Morgan Coble-Garrett

Room # 25

Telephone # 916-395-4505 Fax # _____

Field Trip

Oregon Shakespeare Festival, Ashland OREGON

Walking

Local-50 mile radius

Out-of-Town (Beyond 50 mile radius)

Overnight

Out-of-State/Country

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

School Name

INN

Date 9/5/24

TRIP # 011 01-012

[Redacted content]

Field Trip Destination

Reason for travel

pr. m
[Redacted content]

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Instructions: This form must be completed and received in Accounts Payable by the late

Request to Attend:

Purpose for Attending:

Conference/Workshop

Professional Development

Business Meeting

Continued Education Credits Earned

REQ

School/Department

M WINN

8th Grade Garrett class Date 1

Location

n. Resonance Festival

Purpose*

0 reimbursement will be sought for this

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

How does this travel align with the District's strategic

How will this activity/event be used and shared? {

Name of Attendee(s)
(attach sheet for additional attendees)

Position

Substitute (Y/N) * No of Days Required

Budget Code

No

No

No

No

No

BOX 77

Additional Attendees Attached

IS NEEDED, SE

District cost for all attendees

Registration Fee ***

Meals included?

B

L

D

Lodging

Transportation

9/9/24
Date

9/10/24

or