



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1d

**Meeting Date:** May 2, 2019

**Subject:** Approve Leonardo da Vinci K-8 School Shakespeare Festival Field Trip to Ashland, Oregon May 28-30, 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 Leonardo da Vinci K-8 School Field Trip to Ashland, Oregon to experience a live Shakespeare festival from May 28, 2019 to May 30, 2019.

**Background/Rationale:** On May 28, 2019 a group of 40 students, 13 parent chaperones, and 2 teacher chaperones from Leonardo da Vinci K-8 School will travel via rental vehicle to Ashland, Oregon to experience live Shakespeare theater. The students will be watching 3 different plays and participating in a discussion with a company member.

**Financial Considerations:** Three days of substitute teacher cost to be paid from LDV's LCFF funds. This cost is reflected in the site's SPSA.

**LCAP Goal(s):** College, Career and Life Ready Graduates

**Documents Attached:**

1. Out of State Field Trip Documents

**Estimated Time of Presentation:** N/A

**Submitted by:** Dr. Iris Taylor, Chief Academic Officer

Chad Sweitzer, Instructional Assistant Superintendent

**Approved by:** Jorge A. Aguilar, Superintendent

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

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

School Name DA VINCI EK-8 3 28 2019  
Teacher's Name MARK SIRARD JACOB CROFT Room # 35 32 Telephone # 395-4635  
Fax # 277-6806

Field Trip ASHLAND, OREGON SHAKESPEARE FESTIVAL

Depart Date \_\_\_\_\_ im \_\_\_\_\_ am/pm \_\_\_\_\_

Distribution: Refer to the Field Trip Information Form RSK 106F for the forms and distribution required for each trip:

1. Local Trip (school or charter bus); (50-mile radius) - Submit to Principal for approval. Maintain all documents at site and forward a copy to Segment Administrator.

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

School N **LEONARDO DA VINCI EK-8**      2 20 2019

Teacher's Name **MARK SIRARD**      # **35**      Telephone #

Field Trip Destination **ASHLAND SHAKESPEARE FESTIVAL**

**SHAKESPEARE CLUB GOING TO ASHLAND SHAKESPEARE**

**FESTIVAL**

[REDACTED]

Signed **MARK SIRARD**  
Teacher

**s**  
**DEVON DAVIS**

Date  
**8 19**  
Date

Approval Date

TRAVEL REQUEST FORM (ACC-F014)  
Sacramento City Unified School District

Zero cost to the school for the trip. Paying for sub for 3 days from LCFF. SPSA reflects this expense.

**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 | LEONARDO DA VINCI EK-8

Date | APRIL 1, 2019

Date(s) of Event | MAY 28-30, 2019

Location | ASHLAND, OREGON

Event Title (attach brochure) | ASHLAND OREGON SHAKESPEARE FESTIVAL  
SHAKESPEARE FESTIVAL

or

How does this travel align with the District's strategic plan?

How will this activity/event be used and shared? | COLLEGE AND CAREER READY STUDENTS

Name of Attendee(s)

Substitute No. of Days

Substituted By

[Redacted content]