

DATE: August 8

TYPE OF AGENDA ITEM: CONSENT

TO: Stella M. Kemp, Ed. D., Superintendent

FROM: Kathie Kanavel Assistant Superintendent, Educational Services

PREPARED BY: Laurie Stapelton, Ph.D., Director, Secondary Education

SUBJECT: Approval of Student Overnight Field Trips for Santa Clara High School

ADMINISTRATIVE SUMMARY:

Number field trips involving overnight travel have been submitted for Board approval in accordance with Board Policy and Administrative Regulation 6153.

All provisions of BP/AR 6153 will be met. No student will be denied the opportunity to attend due to financial difficulties.

School	Destination	Dates
Santa Clara High School	Fresno, CA	April 25-28, 2020
Santa Clara High School	Washington D.C.	July 5-9, 2020

RECOMMENDATION:

It is recommended the Board approve the overnight field trips listed above.

FINANCIAL IMPACT:

None

GOAL:

LCAP Goal # 1 – All Students will be educated in the 21st Century Learning environments

Santa Clara Unified School District

Intercommunication

DATE: AUGUST 8, 2019
TYPE OF AGENDA ITEM: Consent
TO: Board of Education
FROM: Stella M. Kemp, Ed.D., Superintendent
SUBJECT: SCHS FCCLA TRAVEL 2019-2020

ADMINISTRATIVE SUMMARY:

These conferences will take place on the following dates and stated locations:

April 25-28, 2020 State leadership Meeting, Fresno, CA (approx. 8 students)
July 5-9, 2020 National Leadership Meeting, Washington D.C. (approx. 4 students)

The students will be chaperoned by Kathy Hopp, FCCLA Advisor and SCHS Teacher

Estimated cost based on past years is \$1040 per student for the State Leadership Conference

Conference Fees (\$290), 3 nights lodging (\$250), transportation (\$300), and meals & snacks (\$200) 10 meals not included with conference fees

Estimate per student for the National Leadership Conference: \$2,400 per student, Conference Fees (\$300), 6 nights lodging (\$750), transportation (\$1000), and meals & snacks (\$350)

Chapter fundraising 2019-2020, ASB funds from past chapter fund-raising, family donations and CTE/ROP grant money will cover the cost of the trip. No student will be denied participation due to financial difficulty.

Transportation will be provided by Bus (District or Charter), private vehicle, or commercial airline. All requirements for SCUSD staff members to drive students have been met and will be renewed for the upcoming academic year.

All provisions of the District Policy 6153 will be met.

RECOMMENDATION:

It is recommended that the Board approve the Santa Clara High Students and teacher to attend the FCCLA Travel for 2019-2020 school year.

FINANCIAL IMPACT: NONE



Santa Clara High School

3000 Benton Street
Santa Clara, California 95051
408-423-2600

Gregory Shelby
Principal

Date: August 8, 2019

To: SCUSD, Board of Education

From: Gregory Shelby, Principal

Re.: Santa Clara High School FCCLA Travel 2019-20

Dear Members of the Board:

I approve of the following FCCLA field trips and verify adherence to the guidelines of Board Policy 6153.

Destinations: These conferences and meetings will take place on the following dates at stated locations:

April 25-28, 2020	State Leadership Meeting, Fresno, CA (approx. 8 students)
July 5-9, 2020	National Leadership Meeting, Washington D.C. (approx. 4 students)

SUMMARY OF EDUCATIONAL VALUE: Leadership skills are one of the major thrusts in FCCLA and will be demonstrated and built upon at the FCCLA conferences. We are teaching students to become managers of people, effective team members and proficient communicators. In our FCCLA Chapter activities, students practice these principles and skills. The region and state conferences give them the opportunity to expand that knowledge and practice it in a larger setting with hundreds of other students from across the state. Students also have the potential to obtain generous scholarships from leading schools in our industries. Participation in these meetings as active FCCLA members and elected State Officer, students will continue to develop their leadership skills, be exposed to our state political process and have the opportunity to advocate for continued funding for Family and Consumer Sciences and CTE with its career preparatory opportunities. As participants in these events, they will be strong role models for other FCCLA members at Santa Clara High School.

STATE MEETING COST PER STUDENT:

Estimate based on past years is \$1040 per student for the State Leadership Conference:

Conference Fees (\$290), 3 nights lodging (\$250), transportation (\$300), and meals & snacks (10 meals not included with conference fee: \$200).

Estimate per student for the National Leadership Conference: \$2,400 per student

Conference Fees (\$300), 6 nights lodging (\$750), transportation (\$1000), and meals & snacks (\$350)

FUNDING: 2019-2020 chapter fundraising, ASB funds from past chapter fund-raising, family donations and CTE / ROP grant money will cover the cost of the trip. No student will be denied participation due to financial difficulty.

TRANSPORTATION: Transportation will be provided by Bus (District or Charter), private vehicle, or commercial airline. All requirements for SCUSD staff members to drive students have been met and will be renewed for the upcoming academic year.

The FCCLA participants will be accompanied by Santa Clara High School's FCCLA advisor/teacher, Kathy Hopp

Sincerely,

Gregory Shelby
Principal, Santa Clara High School

Erin Brown
Vice Principal

Terry Flora
Vice Principal

Angela Kretsch
Vice Principal

Tony Lam
Vice Principal

"We graduate lifelong learners who aspire to improve themselves and the world."

Santa Clara Unified School District
APPLICATION FOR APPROVAL OF MULTI-DAY FIELD TRIP
Must be approved by the Board of Education at least ONE MONTH prior to Departure Date

CHECK ALL THAT APPLY: ☒ Multi-Day ☐ Out of State ☐ Out of Country

The undersigned for Santa Clara HS School hereby applies for approval to conduct a field trip to
State Leadership Meeting, Fresno Ca. April 25-28, 2020
National Leadership Meeting, Washington D.C. July 5-9, 2020

1. Inclusive dates of trip: 2019-2020 ☒ NOT DURING TESTING: School yr. Principal's Initials GS

2. Purpose of trip: conferences, meetings, meeting planning and training

3. Name of Group: FECLA
(e.g., U.S. History Class, Choral group) 8 students for April trip
4 students for July trip

4. Number of students attending: See Attached Boys: _____ Girls: _____

5. Travel Arrangements: all below for different events
☐ Transportation will be by SCUSD bus (contact Transportation Dept. in advance)
☐ Transportation will be by Private Auto (all drivers' approval done in advance by the Transportation Dept.)
☐ Other: All other transportation and travel arrangements must be coordinated by SCUSD Purchasing Agent)

6. Cost of trip financed by: 2019-20 Chapter fundraising, ASB funds from past
chapter fundraising, family donations and CTE/ROP grant money

7. Describe fund-raising activities, if any:
☐ Attachment – if any

8. Name of certificated employee(s) in charge of trip:
(Responsible for coordinating fundraising and organization of the trip and its conduct while students are outside of the limits of Santa Clara Unified School District)

9. *Number of chaperones: 1 Kathy Hopp - FECLA advisor / LCHS Teacher

10. *Names of staff members who will provide supervision of students. Kathy Hopp

***Employee and chaperone travel expenses will be paid by the employee(s)/chaperone(s).**

This application, together with the Principal's memo of Approval, Administrative Summary for the Board Packet, and the necessary documents, **MUST** be sent to the **Director of Elementary/Secondary Education** to be approved by the **Board AT LEAST ONE MONTH** prior to the departure date.

The undersigned applying for approval of the field trip will make every effort to ensure conformance with all requirements of the Santa Clara Unified School District procedures for field trips out-of-state, to foreign countries, and/or involving multiple days.

☐ All provisions of District Board Policy BP and AR 6153 "School Sponsored Trips" have been met.

Trip Coordinator Signature Kathy Hopp

Date: 7/12/19

Principal's Signature [Signature]

Date: 7/16/19

Director – Elementary/Secondary Education Signature

Date: