


Recommendation for Overnight Travel

Date: 8/26/2024

To: Board of Education, Salt Lake City Schools
Dr. Elizabeth Grant, Superintendent of Schools

From: Leeson M. Taylor II, Ed. D., Chief Officer, SL&P 

Subject: Student Overnight Travel

East High School is requesting approval for its Cheer team and its Tennis team to participate in events which require overnight travel. The Cheer team traveled with the football team to Anaheim, CA, and the Tennis team traveled to St. George, UT to participate in a tournament.

Fees/Payments:

East High School conducted parent meetings prior to the trip to provide details. The costs are reflected on the submitted documentation with Cheer (\$800) and Tennis (\$400) being in line with the school's fee schedule.

Requested Board Action:

The trip was not included in the Overnight Trips/Activities Plan because the opportunity was not available until after the plan was submitted. Based on the preapproval received, the fact that the trip sponsors followed all requirements of travel policies, I am recommending that the Board grant approval for these trips.

Form I-19E: Special Trip Request

SPECIAL REQUEST TO BOARD OF EDUCATION FOR OVERNIGHT TRIP OR ACTIVITY

School: East High School - Kim Caine
Teacher sponsor: Kim Caine Student group: Cheer Team
Date received in the superintendent's office: 8/6/24

Attach detailed itinerary; include breakdown of costs and revenue

- Type of trip or overnight activity, number of students and grade level: Cheer at the football game in Anaheim, CA
UHSAA activity: Yes No
- Was this trip included on Form I-19D, School Program Request? Yes No
- Destination, dates: Aug. 22 - Aug. 24
Number of school instructional days missed: 2 Do days missed exceed limit for grade level? Yes No
- Type of transportation: flight and team bus
Current insurance/liability in force: Yes No
Drivers' names (if personal vehicle): N/A
- Number of adult chaperones: 2 (maybe 1 more) ~~MM~~
Minimum of two chaperones for all trips; gender(s) related to group: Yes No
Chaperone trip expenses are being paid by: _____
- Reason for trip, educational objectives: _____
Are appropriate alternative education experiences being provided to non-participating students?
Yes No
- What are total costs per student? \$800 Do costs place undue burden on families? Yes No
Do costs exceed estimate on Form I-19-D? Yes No Total Monetary Change to Estimate (+) or (-) \$ _____
Detailed explanation for change to cost estimate _____
- Sponsor certifies that 80% of parental/guardian approval forms have been obtained, and all approval forms will be submitted to the principal prior to departure. Yes No No form was provided to me, but 100% parent approval

REQUIRED VERIFICATION AND APPROVAL SIGNATURES

Sponsor: Kim Caine Date: 8/6/24
SCC Chair: [Signature] Date: 8/6/24
SIC Chair: E. Martindale Date: 8/11/24
Principal: [Signature] Date: 8/6/2024
any feedback 8/13/24

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Whitney Banks, Compliance and Investigations, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.

6. The purpose of this trip is to provide cheer with the opportunity to participate in the football game in California. 14 cheer leaders will be attending the trip and game. Kim Caine, the head cheer coach, will be supervising the trip along with her assistant coach. The cheer team is hoping to fly to California to allow students to miss one fewer day of school.



Form I-19D: School Program Request

Due the second Wednesday in March for the next school year starting in July.

INTENT TO CONDUCT STUDENT OVERNIGHT AND EXTENDED TRIPS OR ACTIVITIES

School: East High Date: August 2024

Principal: Pam Pederson School Year: 2024-25

Student Groups	Number of Students	Sponsor	Destination	Mode of Transportation	Approximate Date	Type of Event	Estimated Total Travel Cost Per Student	Number of School Days Absent	Fundraiser	Educational Objective
Girls Tennis	10		St. George	Parent	Mid-August	Tournament	\$400	0	No	High School Competition
Boys Tennis	10		St. George	parent	mid-March	Tournament	\$400	1	no	High School Competition

REQUIRED SIGNATURES

Destination could change.

Include cost of travel, food, lodging, etc.

Maximum allowable absences: Grades 5-6= 2 days, Grades 7-12= 3 days - List missed instructional days only, not weekends or vacations. Any exceptions must be accompanied by a typed memo explaining details and rationale.

SIC Chair: _____ Date: _____

SCC Chair: _____ Date: _____

Principal: Pam Pederson Date: 3/19/24

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Girl's Tennis Tournament

Request for Travel – East High School

Venue: St. George, Utah area courts

Tournament Director: Angela Crooks, St. George City

The tournament is always set for Day one pool play on Friday and bracket play on Saturday.

Approximate Dates: 8/22 – 8/24 (TBD based on actual dates)

Departure time from SLC: Thursday around noon.

Return to SLC – Approximately 9:00 PM Saturday

Friday

8:00 AM - Play begins with team vs team play. Each team plays three times on Friday. Play ends around 5:00 PM but is dependent on when each team plays its last match.

Although Friday is a team vs team format, the results are individual by position: 1st Singles, 2nd Singles, 3rd Singles, 1st Double and 2nd Doubles.

Saturday

8:00 AM - play begins. Position matchups starting with 1st Single followed by, 2nd Singles, 3rd Singles, 1st Double and 2nd Doubles. Each player is guaranteed at least two matches on Saturday. Awards are given as bracket champion through 5th place (5th place is the challenger bracket winner).

Recommendation for Overnight Travel

Date: 8/26/2024

To: Board of Education, Salt Lake City Schools
Dr. Elizabeth Grant, Superintendent of Schools

From: Leeson M. Taylor II, Ed. D., Chief Officer, SL&P 

Subject: Student Overnight Travel

SLCSE is requesting approval for its Experimental Learning mixed grade team to have students attend the Boy Scout Camp Kiesel at Causey Reservoir from October 3rd-5th for a cross-curricular learning experience.

The Travel Arrangements:

The students will be transported via SLC district bus and depart Salt Lake City on October 3, 2024 and arrive at the reservoir on that same day. The students will depart the camp on October 5th and return to Salt Lake City that same day.

Accommodations:

Camp Kiesel, Huntsville, UT

Objective of Activity:

This activity is an extension of instructional activities and is directly related to core standards in Science, Math and Social Studies.

Fees/Payments:

SLCSE will conduct a parent meeting prior to the trip to provide details. The estimated costs will be \$95 and are in line with the school's fee schedule and will adhere to board policy.

Requested Board Action

The trip was not included in the Overnight Trips/Activities Plan because the opportunity was not available until after the plan was submitted. The trip sponsors will follow all requirements of travel policies, therefore, I recommend that the board approve this trip.

10/3 - 10/5

Form I-19E: Special Trip Request

SPECIAL REQUEST TO BOARD OF EDUCATION FOR OVERNIGHT TRIP OR ACTIVITY

School: Salt Lake Center for Science Education

Teacher sponsor: Suea Wickelson Student group: multi-grade tree enthusiasts

Date received in the superintendent's office: _____

Attach detailed itinerary; include breakdown of costs and revenue

1. Type of trip or overnight activity, number of students and grade level: 80 students
grades 9-12
UHSAA activity: Yes _____ No

2. Was this trip included on Form I-19D, School Program Request? Yes _____ No

3. Destination, dates: Camp Kiesel near Cassey Reservoir
Number of school instructional days missed: 2 Do days missed exceed limit for grade level? Yes _____ No

4. Type of transportation: School bus
Current insurance/liability in force: Yes No _____
Drivers' names (if personal vehicle): Suea Wickelson

5. Number of adult chaperones: 4
Minimum of two chaperones for all trips; gender(s) related to group: Yes No _____
Chaperone trip expenses are being paid by: student

6. Reason for trip, educational objectives: Tree Ecology, cross-curricular mentoring
+ bonding
Are appropriate alternative education experiences being provided to non-participating students?
Yes No _____

7. What are total costs per student? \$95 Do costs place undue burden on families? Yes _____ No
Do costs exceed estimate on Form I-19-D? Yes _____ No Total Monetary Change to Estimate (+) or (-) \$ _____
Detailed explanation for change to cost estimate _____

8. Sponsor certifies that 80% of parental/guardian approval forms have been obtained, and all approval forms will be submitted to the principal prior to departure. Yes No _____

REQUIRED VERIFICATION AND APPROVAL SIGNATURES

Sponsor: [Signature] Date: 8/12/24

SCC Chair: [Signature] Date: 8/15/24

SIC Chair: [Signature] Date: 8/15/24

Principal: [Signature] Date: 8/12/24
8/19/24

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Whitney Banks, Compliance and Investigations, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.

Experiential Learning mixed grade team is requesting approval to have student(s) travel to the Boy Scout Camp Keisel at Causey Reservoir from October 3rd-5th for a cross-curricular learning experience.

The Travel Arrangements:

Transportation will be by SLC District School bus.

Objective of Activity:

The trip aims to help students apply their science curriculum in an environmental setting- ie. Physics= Ropes Course Challenges, Chemistry= stream water testing, Bio=salmon spawning. Within the time together there will also be creative writing, local history, and service components. Outside of academic connections, students will strengthen bonds between grades, encourage leadership, and create a shared vision for their school community while enjoying the natural environment and engaging in fun, cooperative activities. The trip activities will be partially designed and planned by 12th graders who apply as mentors.

Fees/Payments:

We will conduct a parent meeting prior to the trip to provide details. Any fees/payments are in line with our school's fee and they adhere to board policy. The cost is 75\$

Justification/Reason for Exemption:


The trip was not included in the Overnight Trips and/or Activities because it was not identified as a possibility until after the deadline due to scheduling of the facility. We used to run this trip to Capitol Reef but the site was unavailable and another opportunity came up.

The trip sponsors will follow all requirements of the travel policies. I recommend approval of this trip.

Recommendation for Overnight Travel

Date: 8/26/2024

To: Board of Education, Salt Lake City Schools
Dr. Elizabeth Grant, Superintendent of Schools

From: Leeson M. Taylor II, Ed. D., Chief Officer, SL&P 

Subject: Student Overnight Travel

Meadowlark Elementary School is requesting approval for 6th grade students to participate in the Wasatch Mountain Institute from September 19th -20th, 2024. This activity will take place in the Jordanelle State Park in Wasatch County, Utah.

The Travel Arrangements:

The students will be transported via bus and depart Salt Lake City on September 19th arriving at the park that same day. The students will depart the state park on September 20th and return to Salt Lake City that same day.

Accommodations:

Camping in Jordanelle State Park.

Objective of Activity:

This activity is an extension of instructional activities and is directly related to core standards in SEEd (6.1.1, 6.4.1 and 6.4.3) and Social Studies (6.1).

Fees/Payments:

Meadowlark Elementary School will conduct a parent meeting prior to the trip to provide details. There are no fees to be charged to students to attend this trip. The total cost will be paid through a learning grant Meadowlark was awarded by SLEF.

Requested Board Action:

The trip was not included in the Overnight Trips/Activities Plan because the opportunity was not available until after the plan was submitted. The trip sponsors will follow all requirements of travel policies, therefore, I recommend approval for this trip.

Overnight Travel Request

Meadowlark Elementary

Tyler Horne, Assistant Principal

- Student Group: 6th grade students
- Number of Students-51
- Sponsor: Wasatch Mountain Institute
- Destination: Jordanelle State Park
- Mode of Transportation: Bus
- Approximate Date: September 19-20, 2024
- Type of Event: Overnight Field Trip
- Estimated Total Travel Cost Per Student: \$93
- Number of School Days Absent: 2
- Funding: Meadowlark Elementary is working with Teaching and Learning and the SLCSO Educational Foundation on a grant to cover the entire cost of the trip.
- Educational Objective: SEL and Night Sky SEEd Standards 6.1 and 6.4
- Expected Weather: Daily temperature ranges from 60-85 degrees. Nighttime temperatures range from 40-60 degrees. It typically rains 5 days in September for a total of 0.35.
- Road Conditions: Travel will be on paved roads.
- Time of Day of Expected Travel: Students will be traveling in daylight hours to and from the field trip.
- Number of consecutive days of travel: None. Travel time is expected to be about 1.5 hours each way.
- Enhance Opportunities provided to students by overnight travel: Most Meadowlark students have never been camping in the mountains. This is a unique opportunity for them. Additionally, Wasatch Mountain Institute will provide students with all the equipment they need (tents, sleeping bags, cooking equipment, etc.) to make the trip comfortable for them. Lastly, the trip will provide students with an opportunity to see the night sky without "light pollution", this will enable students to see many more stars. The academic activities for the trip are aligned with the science core, in a "firsthand" novel setting, and will then reinforce throughout the year in class.
- Because Wasatch Mountain Institute is providing students with camping equipment for the trip, and the trip is scheduled during a mild time of year, students will not need to purchase anything for the trip.