Campbell Union High School District

September 21, 2017

TO: Board of Trustees

FROM: German Cerda, Assistant Superintendent of Educational Services

PREPARED BY: Christina Kaline, Administrative Assistant

SUBJECT: **Approve Out-of-State Travel**

FOR: [ ] Public Hearing [ ] Recognition/Presentation [ ] Report [ ] Discussion
[ ] Communication [ ] Information/First Reading [X]Consent [ ] Board Action

I. Support Information

According to Board Policy 3550, all out-of-state-travel shall be approved in advance by the Governing Board of Trustees.

Who: Activities Director, Crystal Adams
What: California Association of Directors of Activities (CADA) State Convention
Where: Reno, NV
When: 2/28/18 - 3/3/18
Why: The conference focuses on School Culture, which is a goal for Leigh High School. The activities director will attend sessions that focus on student leadership for class instruction.

Who: Speech Language Pathologist and Assistive Technology Specialist, Teresa Lopopolo.
What: Conduct a Speech and Language and Assistive Technology assessment for a student unilaterally placed at Greenwood School.
Where: Putney, Vermont
When: September 20th-September 22nd
Why: The District is responsible for completing a comprehensive educational evaluation in all areas of suspected disability in order to offer a free and appropriate public education.

II. Budget Impact

Funds for each trip are allocated under the Site/Department Budget, an approximate total of $1,000 for each trip.

II. Recommendation

It is recommended that the Board of Trustees approve the out-of-state travel for the above mentioned CUHSD employees.