**Board Memo**

**DATE:** 10/14/2021

**AGENDA ITEM DETAILS:**

**School/Department**

Cooper High School

**Product Vendor or Grant Issuer**

Delta Airlines

**Product or Grant Name**

Transportation for Field Trip to New York City for Drama Club

**Date/Term (Beginning and End Dates/Year)**

4/9/2022 through 4/15/2022

**APPLICABLE BOARD POLICY:**

09.3

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

Field Trip to New York City for Drama Club and Delta Airlines used for Transportation

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

The cost depends on how many seats are purchased.

**Funding Source**

Student Activity and no cost to the District.

 **\*If more than one funding source, list below along with amount or percent for each source**

Click or tap here to enter text.

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

Click or tap here to enter text.

**RECOMMENDATION:**

I recommend the Board approve the Cooper High School Drama Club Field Trip to New York City on

4/9-15/2022 and use Delta Airlines for Transportation, as presented.

**CONTACT PERSON: (submitter)**

Kim Best, Assistant Superintendent of Operations