**Board Memo**

**DATE:** 3/10/2022

**AGENDA ITEM DETAILS:**

**School/Department**

Burlington Elementary School

**Product Vendor or Grant Issuer**

Executive Charter

**Product or Grant Name**

Transportation to COSI in Columbus, OH for 4th Grade Field Trip

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

4/28/2022

**APPLICABLE BOARD POLICY:**

09.36

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

Burlington Elementary School using Executive Charter for transportation to COSI in Columbus, OH for 4th grade field trip on 4/28/2022.

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

$4,035.00

**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 contract with Burlington Elementary School and Executive Charter for transportation to COSI in Columbus, OH for 4th grade field trip, as presented.

**CONTACT PERSON: (submitter)**

Kim Best, Assistant Superintendent of Operations