

May 26, 2004

**APPROVE THE PARTICIPATION OF RICHARDS CAREER ACADEMY IN AN EDUCATIONAL TOUR OF PARIS, FRANCE AND LONDON, ENGLAND, AND AUTHORIZE TRAVEL EXPENSES RELATED TO THE PROGRAM**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve the participation of one (1) Richards Career Academy student in an educational tour of Paris, France and London, England from June 27, 2004, through July 11, 2004, and authorize travel expenses related to the program.

**USER:** Richards Career Academy  
5009 South Laflin Street  
(773) 535-4945  
Dr. O. Joyce Smith

**PROGRAM:** In conjunction with its Culinary Arts Program, Richards Career Academy will send one student and two teachers to Paris, France and London, England.

**EDUCATIONAL VALUE/OUTCOMES:** The student in the Culinary Arts Program will be provided with a hands-on practicum and instruction in an advanced career training program. Teachers will be provided with professional development. The student and teachers will follow a prescribed itinerary related to the curriculum.

**TRAVEL ARRANGEMENTS/TRIP INFORMATION:** Arrangements for this program are being made by the Careers through Culinary Arts Program (C-CAP) and the Richards Career Academy Culinary Arts teachers.

**COST:** The per person cost is \$2,560.00, which includes transportation, meals, and hotel accommodations, with partial funding of the trip provided by the Careers Through Culinary Arts Program.

**CHAPERONES:** Supervision of students will be provided for this program pursuant to Board Report 03-0527-PO01 (Policy on Student Travel) including proper ratio of students to adults. The chaperones traveling with student will be Ms. Katherine Walsh (Teacher), and Mark Soltis (Teacher).

**PARENTAL CONSENT:** Written parental consent and release forms for the student are on file at Richards Career Academy.

**AUTHORIZATION:** Authorize the President and Secretary to execute any travel agreements necessary for this program.

**AFFIRMATIVE ACTION:** Not applicable.

**LSC REVIEW:** The tour was approved by Richards Career Academy Local School Council on May 4, 2004.

**FINANCIAL:** \$1,825.50 will be paid from the School Internal Accounts.

**GENERAL CONDITIONS:**

Inspector General – Each party to any agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts – Any agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness – The Board's Indebtedness Policy adopted July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of any agreement.

Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of any agreement.

Contingent Liability – Any agreement shall contain the clause that any expenditure beyond the current fiscal Year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:

Approved:

*Barbara Eason-Watkins*

**BARBARA EASON-WATKINS**  
Chief Education Officer

*Arne Duncan*

**ARNE DUNCAN**  
Chief Executive Officer

Noted:

*John Maiorca*

**JOHN MAIORCA**  
Chief Financial Officer

*MM*

Approved as to Legal Form:

*Ruth Moscovitch*

**RUTH MOSCOVITCH**  
General Counsel