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# BULLETIN

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**SUBJECT:** 6<sup>th</sup> Grade Science Camps – 2022/23 **2022-23 NO. BS-28**

**TO:** K-6 and K-8 Principals/Office Managers

**DATE:** March 28, 2023

**PREPARED BY:** Meuy Saechin,  
Manager II, Budget Services

**DEPARTMENT:** Budget Services

**REVIEWED BY:** Jesse Castillo,  
Assistant Superintendent,  
Business Services

**APPROVED:** *Rose Ramos*  
Rose Ramos, Chief  
Business and Operations  
Officer

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The purpose of this bulletin is to inform all K-6 and K-8 schools that the District Office will cover the costs for 6<sup>th</sup> grade Science Camp opportunities for this school year. This will include both fees and transportation costs.

Please forward all field trip packets to your Instructional Area Superintendent for approval. The following budget codes have been provided to assist when creating your requisitions for processing.

Description	Budget Code
Park registration/deposit/fees	01-3213-0-5810-00-1110-1000-860-XXXX-438
District bus transportation	01-3213-0-5730-00-1110-1000-860-XXXX-438
Chartered bus	01-3213-0-5832-00-1110-1000-860-XXXX-438

To submit requisitions, please to contact your [Fund Specialist/Analyst](#) for assistance or if you have any questions regarding the process.