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## MEMORANDUM

**TO:** Board of Directors  
**DATE:** April 17, 2018  
**FROM:** Jean Shumate  
**RE:** Stanwood High School FFA State Livestock/Meat Judging Field Trip  
**TYPE:** Action Required

The Stanwood High School FFA Livestock/Meat Judging Team requests to attend the State Livestock Judging Conference, May 1 through May 2, 2018, in Spokane. Chris Carlson and chaperones would accompany eight (8) students to the state competition.

This event is funded by the various FFA fundraisers throughout the year.

**RECOMMENDATION:**

*That the Board approves the Stanwood High School FFA Livestock/Meat Judging Team Field Trip to the State Livestock Judging Conference, May 1-2, 2018, in Spokane.*

RECEIVED

Instruction

APR 10 2018

Stanwood-Camano

STANWOOD-CAMANO  
SCHOOL DISTRICT

NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION  
(To be completed by Teacher/Advisor)

School SHS Today's Date 3-27-18

Individuals/Group Involved FFA Number of Students 8

Activity State Livestock Judging

Destination Spokane

Departure Date May 1, 2018 Return Date May 2, 2018

Accommodations: Red Lion Inn - River Inn

Source of Revenue: FFA

Fundraising Activities Park Raffle

Individual Student Cost \_\_\_\_\_ Total Group Cost \_\_\_\_\_

Insurance (special coverages) \_\_\_\_\_

Purpose of Trip (include educational value) \_\_\_\_\_

State Livestock CDE  
Meats Judging

Has this trip been previously taken? yes If yes, when? 2008-18

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender are attending.)

- \_\_\_\_\_ 1. Additional information needed: \_\_\_\_\_
- \_\_\_\_\_ 2. Insurance coverage to be arranged through the insurance office.
- \_\_\_\_\_ 3. Parent permission and medical authorization forms go to principal.
- \_\_\_\_\_ 4. All district employees need to submit a travel request form.
- \_\_\_\_\_ 5. Notify school nurse.

[Signature]  
Signature of Initiator

[Signature]  
Signature of Building Principal

For Administration Use Only:

Board approval needed. Will be submitted on April 17, 2018 [Signature]  
Approved

Superintendent or Designee Signature

Date