


Stanwood Camano School District

TO: BOARD OF DIRECTORS 
FROM: STEVE LIDGARD, EXECUTIVE DIRECTOR – BUSINESS SERVICES
SUBJECT: ELGER BAY ELEMENTARY SCHOOL - CAMP ORKILA
DATE: FEBRUARY 20, 2018
TYPE: ACTION NEEDED

Attached is a contract with YMCA Camp Orkila, located on Orcas Island. Elger Bay Elementary is planning to hold its 5th grade outdoor education camp at this facility on June 4, 5, and 6, 2018.

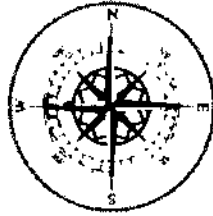
The memo from Principal Hanzeli explains the funding and other details about the planned activity.

Recommendation:

We recommend the board move to approve the Elger Bay Elementary School facility use contract with YMCA Camp Orkila for the 5th grade outdoor education learning experience on June 4, 5 and 6, 2018.

Elger Bay Elementary School

1810 Elger Bay Road
Camano Island, WA 98282
360.629.1290



Victor Hanzeli, Principal
Janet Peterson, Office Mgr.
Kris Holm, Secretary

"Proud Home of the Explorers"

Date: February 9, 2018

To: Dr. Jean Shumate, Superintendent
Steve Lidgard, Executive Director of Business Services
Stanwood-Camano School District Board of Directors

From: Victor Hanzeli, Principal
Ken Szymborski – Grade 5 Teacher

Re: Camp Orkila – Group Use Agreement

Elger Bay Elementary is requesting that the Stanwood-Camano School District Board of Directors approve our contract for 2018 with YMCA Camp Orkila.

Elger Bay Elementary 5th grade students, staff, and several parents attend YMCA Camp Orkila each year. This year we are scheduled to attend camp from June 4 - June 6, 2018.

The bill for attendance, stipends, transportation, and other miscellaneous costs is approximately \$11,940.00. The final bill will likely be a bit lower as some students may not attend.

The bill is paid through a combination of resources that include PTA fund raising and per attendee charges.

A copy of the actual contract for the Camp Orkila charges is provided for your review.

Thank you for your prompt consideration of this request.

YMCA of Greater Seattle
Camp Orkila - Group Use Agreement

Business Office: 206-382-5009
 Fax: 206-382-4920

YMCA Camping Services
 909 Fourth Ave.
 Seattle, WA 98104

Date of Agreement: November 8, 2017
 Program Director Name: Christy Shiers
 Camp Orkila Phone: 360-376-2678

Group Name: Elger Bay - 2018, June
Contact Person: Ken Szymboriski
Address: 1810 Elger Bay Rd
 Camano Island WA 98282
Phone (wk): _____ **Fax:** _____
e-mail: _____
Group Number: ORK3656 **Group Type:** Outdoor Environmental Educ

Arrival 06/04/18	First Meal Dinner
Departure 06/06/18	Last Meal Lunch
# of Meals:	6

Expected Group Size: 70
Maximum group size (based on facilities reserved): _____
Guaranteed minimum expected group size (the number for which payment is required): 63

Estimate of expected group fees:

Qty.	Description	Unit Price	Total
1	Scholarship	(\$800.00)	(\$800.00)
2	Roundtrip Bus	\$240.00	\$480.00
140	OEE Program, Housing, Meals	\$74.00	\$10,360.00
SubTotal:			\$10,040.00
Total Expected Group Fees:			\$10,040.00
Nonrefundable Deposit:			\$500.00

Deadlines:

Two weeks after agreement date (November 22, 2017): Submit signed agreement and deposit.
30 days prior to visit (May 5, 2018): Confirm estimated group size with director.
30 days after receipt of final invoice: Submit final payment.

Deposit: Your nonrefundable deposit is required to confirm your reservation. This deposit will be applied to your final invoice. Send deposit, along with a signed copy of this agreement to the YMCA Camping Services Office (address above) within two weeks of the agreement date. Your reservation is not complete until your signed agreement and deposit are received in the Camping Services Office.

Cancellation: If your group cancels after the signed agreement has been submitted to Camping Services, you will forfeit your deposit or be responsible for 50% of the guaranteed minimum - whichever is greater. If your group cancels within 30 days of the arrival date, you will be responsible for 90% of the confirmed group participants.

In signing this agreement, the Group agrees to abide by the above conditions, the Camp Policies (enclosed), and to accept financial responsibility for loss or damage to camp facilities and equipment resulting from maliciousness, misuse or negligence.

 YMCA Camp Orkila Date
Christy Shiers
 Camp Orkila Program Director

Ken Szymboriski
 Group Contact Signature Date
 Ken Szymboriski 2-8-18
 Group Contact Printed Name V. Nanzeli 2.8.18