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MEMORANDUM

TO: Board of Directors
DATE: May 1, 2018
FROM: Jean Shumate
RE: Stanwood High School FFA Officers' Field Trip
TYPE: Action Required

The Stanwood High School 2018-19 FFA Officers, request to attend the Chapter Officer Leadership Training, June 4th through June 6th, at Cama Beach, Camano Island. Chris Carlson, Mike Hougan, and Margaret Olson, Advisors, would accompany six (6) students to the officers' training.

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

RECOMMENDATION:

That the Board approves the Stanwood High School FFA Officers' Field Trip, June 4-6, 2018, at Cama Beach, Camano Island.

Submit to ROSS SHORT

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

School Stanwood High School Today's Date 3/8/2018

Individuals/Group Involved FFA Officers Number of Students 6

Activity Chapter Officer Leadership Training

Destination Cama Beach

Departure Date 6/4/2018 Return Date 6/6/2018

Accommodations: Cama Beach Cabin - Paid with FFA ASB

Source of Revenue: FFA ASB Account

Fundraising Activities: FFA Cafe, Prime Rib Dinner

Individual Student Cost: \$75 Total Group Cost: \$450

Insurance (special coverages): N/A

Purpose of Trip (including educational value): Training for officers in leadership, teamwork and FFA

Has this trip been previously taken? Yes If yes, when? Every year, different times and locations

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender 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 travel request form.
- _____ 5. Notify school nurse.

Signature of Initiator

Signature of Building Principal

For Administration Use Only:

Board Approval needed. Will be submitted on May 1, 2018 (P)

Approved

Superintendent or Designee Signature

Date