



September 6, 2017

To: School Board Members

From: Ross Short, Director, CTE

Re: Stanwood FFA Travel Request to Puyallup Fair

The Stanwood FFA chapter is asking for permission to send two students and an advisor to the Puyallup Fair from 9/15/17 to 9/18/17. These students will be showing their Beef Supervised Agriculture Projects that they have been raising all year. I am asking the Board of Directors to please consider approving this trip after the fact.

While we understand the board policy is that overnight trips must have approval from the board prior to the trip taking place we are asking for an exemption this one last time. When school ended last year, there was not a plan in place for the FFA Chapter to show at the fair. However late in the summer the decision was made to attend the fair. Darryl Main came to me on Tuesday, 9/5, at 1:30 p.m. about this trip and explained they had done it this way in the past. By that point in the day we were too late to get the travel request on the Board Agenda.

The CTE Department will be covering the substitute cost for Mr. Main and all other travel costs will be the responsibility of the FFA Chapter.

Thank you for your consideration.

RECEIVED

Instruction

SEP 06 2017

Stanwood Camano

STANWOOD-CAMANO SCHOOL DISTRICT

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

School STANWOOD High School Today's Date 9-5-17

Individuals/Group Involved FFA Number of Students 2

Activity Puyallup FFA Beef

Destination Puyallup Fair

Departure Date 9-14-17 Return Date 9-18-17

Accommodations: Dorms per Renee + Darryl

Source of Revenue:

Fundraising Activities

Individual Student Cost 0 Total Group Cost 0

Insurance (special coverages)

Purpose of Trip (include educational value) SAE Beef Exhibit

Has this trip been previously taken? yes If yes, when? last two years

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 of Initiator [Handwritten Signature]

Signature of Building Principal [Handwritten Signature]

For Administration Use Only:

Board approval needed. Will be submitted on September 19, 2017 (JP) Approved

Superintendent or Designee Signature

Date