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INSTRUCTIONAL SERVICES

Lloy Schaaf

Assistant Superintendent of Teaching and Learning

Memorandum

To: Stanwood-Camano School Board of Directors

Fr: Lloy Schaaf, Ed.D.

Re: Stanwood High School Swim Team


Date: February 5, 2013

Our High School Boys Swim team made it to State. Members of the team will compete in Federal Way, Washington. The team departs on Thursday, February 14, and will return on Saturday February 16, 2013.

Coach, Jane Roe and three other chaperones will be accompanying the 7 qualifying members of the Swim Team to the competition. Their accommodations will be at the Clarion Hotel, in Federal Way.

RECOMMENDATION:

That the Stanwood-Camano School District Board of Directors approve the above listed overnight field trip.

Stanwood  Camano
SCHOOL DISTRICT

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

School Stanwood High School Today's Date 1/24/13

Individuals/Group Involved Boys Swim Number of Students _____

Activity Boys Swim to State Tournament

Destination Federal Way

Departure Date 2/14/13 Return Date 2/16/13

Accommodations: Claron Hotel - Federal Way

Source of Revenue: Athletics

Fundraising Activities —

Individual Student Cost — Total Group Cost — \$1,000

Insurance (special coverages) _____

Purpose of Trip (include educational value) State Tournament

Has this trip been previously taken? yes If yes, when? 2/2012

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender are attending.) Will be Tom Schmidt or Bob Roe

- _____ 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.

Jane Roe
Signature of Initiator by Doug Wolf

Tom Schmidt
Signature of Building Principal

For Administration Use Only: _____

Board approval needed. Will be submitted on 2/5/13 JR
Approved _____

Superintendent or Designee Signature _____ Date _____