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Dr. Jean Shumate, Superintendent

MEMORANDUM

DATE: May 7, 2013
TO: Board of Directors
FROM: Jean Shumate, Ed.D.
RE: Approval of Elger Bay Elementary Outdoor Education Field Trip

Grade 5 students from Elger Bay Elementary have the opportunity to attend Camp Okila on Orcas Island, Washington, for outdoor/environmental education June 3-5, 2013. The program focuses on nurturing a sense of appreciation for the natural world through an understanding of ecological systems.

Upon the approval by the Board, approximately 60 students would attend the overnight learning experience with staff and chaperones. PTA fundraising activities and parent contributions have subsidized the cost of the camp.

RECOMMENDATION:

That the Board of Directors approves the Elger Bay Elementary Outdoor Education Field Trip at Camp Okila, June 3-5, 2013, Orcas Island, Washington.

/jr

NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION

School Elger Bay Elementary Date 4-19-2013

Individuals/Group Involved 5th grade students/teachers

Activity and Destination Camp Orkila, Orcas Island wa

Length of Stay: From Mon. June 3 To: Wed. June 5

Accommodations: Cabins

Source of Revenue:

Fundraising Activities Silent auction, donations

Individual Cost \$140⁰⁰ estimate Total Cost still fundraising.

Insurance (special coverages) w/A through camp

Purpose of Trip (include educational value) Earth science and systems
Outdoor Ed. camp

Has this trip been previously taken? Yes If yes, when? June, 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.)

Ken Seymorski
Signature of Initiator

[Signature]
Signature of Building Principal

For Administration Use Only:

To: _____

- _____ 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.
- _____ 6. School Board approval needed. Will be submitted on _____
- _____ 7. Approved