


INSTRUCTIONAL SERVICES

Lloy Schaaf

Assistant Superintendent of Teaching and Learning

Memorandum

To: Stanwood-Camano School Board of Directors

Fr: Lloy Schaaf, Ed.D. 

Re: Approval of Stanwood High School Technology Student Association National Conference

Date: May 7, 2013

Qualifying members of the Stanwood High School Technology Student Association (TSA) would like to attend the National Conference.

Ross Short, and 9 qualifying students are requesting to attend the TSA National Conference in Orlando, Florida. The group will leave on June 27, and return on July 3, 2013. They will be staying at Rosen Shingle Creek Hotel. The TSA account and individual students will cover the cost of this conference. The Stanwood High School TSA team participated in this competition last year.

RECOMMENDATIONS:

That the Stanwood-Camano School District Board of Directors approves the above listed overnight/out of state field trip for Stanwood High School TSA team.

/th



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

School Stanwood High School Today's Date 4/11/13

Individuals/Group Involved TSA Members Number of Students Up to 9

Activity TSA National Conference

Destination Orlando, FL

Departure Date 6/27/13 Return Date 7/3/13

Accommodations: Rosen Shingle Creek Hotel

Source of Revenue: TSA Funds

Fundraising Activities Plaques and students to pay their own costs

Individual Student Cost \$1200-\$1500 Total Group Cost \$13,500

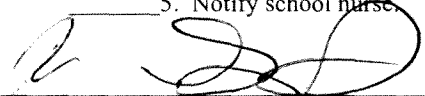
Insurance (special coverages) _____

Purpose of Trip (include educational value) Compete at the TSA National Conference and develop leadership skills. This will help us meet the CTE Leadership Standards.


Has this trip been previously taken? Yes If yes, when? Last Year

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender are attending) All male students r

- _____ 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



Signature of Building Principal

For Administration Use Only:

_____ Board approval needed. Will be submitted on _____
_____ Approved

Superintendent or Designee Signature Date