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MEMORANDUM

TO: Board of Directors

DATE: January 19, 2016

FROM: Jean Shumate

RE: Approval of Cedarhome Elementary Outdoor Education Field Trip

TYPE: Action Required

Grade 5 students from Cedarhome Elementary have the opportunity to attend Camp Orkila on Orcas Island, Washington, for outdoor/environmental education June 6 through June 8, 2016. They have attended outdoor education camp for the past 18 years. 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 95 students in the 5th grade would attend the overnight learning experience with staff and chaperones. Individual fees and PTA fundraising activities have subsidized the cost of the camp.

RECOMMENDATION:

That the Board approves the Cedarhome Elementary Outdoor Education Field Trip at Camp Orkila, June 6-8, 2016, Orcas Island, Washington



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

Received 1/5/16 js

School LES Today's Date 9-30-15

Individuals/Group Involved Kelley/Chapnik/Szymborzai/McNeill Number of Students 195

Activity Outdoor Education

Destination Orcas Island

Departure Date 6/6/16 Return Date 6/8/16

Accommodations: Camp Orcila cabins

Source of Revenue: PTO fundraisers/donation/parent amt.

Fundraising Activities ice cream/popcorn/jogathon

Individual Student Cost \$120 Total Group Cost 20,000

Insurance (special coverages) n/a

Purpose of Trip (include educational value) outdoor education, science standards, team building

Has this trip been previously taken? yes If yes, when? Every Spring

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 have in May

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 Amy Kelley Signature of Building Principal Jeff Fry

For Administration Use Only:

Board approval needed. Will be submitted on 1/19/16 JP

Approved

Superintendent or Designee Signature _____ Date _____