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MEMORANDUM

TO: Board of Directors
DATE: February 16, 2016
FROM: Jean Shumate
RE: Approval of Twin City Elementary Outdoor Education Field Trip
TYPE: Action Required

Grade 5 students from Twin City Elementary have the opportunity to attend Camp Seymour in Gig Harbor, Washington, for outdoor/environmental education May 2nd through 4th, 2016. They have attended outdoor education camp since 1992. The program focuses on marine science, H₂O cycles, systems, and goal setting, reptiles, plant and animal adaptations.

Upon the approval by the Board, approximately 62 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 Twin City Elementary Outdoor Education Field Trip at Camp Seymour, May 2-4, 2016, Gig Harbor, Washington.

Stanwood Camano

NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION

(To be completed by Teacher/Advisor) received 2/4/16 @ D.D. ~~JAN 28, 2016~~

School TWIN CITY ELEMENTARY Today's Date ~~MAY 28, 2016~~

Individuals/Group Involved TCE 5TH GRADE Number of Students 62

Activity OUTDOOR EDUCATION

Destination (CAMP SEYMOUR) 2725 CRAMER RD. BIG HARBOR, WA 98329

Departure Date MAY 2ND (MONDAY) 9:10 A.M. Return Date MAY 4TH (WEDNESDAY) 3:00 P.M.

Accommodations: CAMP SEYMOUR CABINS + OTHER FACILITIES

Source of Revenue: TCE JOB-A-TION + PARENTS

Fundraising Activities TCE JOB-A-TION

Individual Student Cost \$160⁰⁰ (FREE + REDUCED 15% DISCOUNT \$136⁰⁰) Total Group Cost 10,500 (APPROX)

Insurance (special coverages) CAMP SEYMOUR HAS BEEN PROVIDED W/ DISTRICT INS. INFO.

Purpose of Trip (include educational value) OUTDOOR EDUCATION (SEE ATTACHED)
MARINE SCIENCE, H₂O CYCLE, SYSTEMS, BOAT SETTING,
REPTILES, PLANT + ANIMAL ADAPTATIONS

Has this trip been previously taken? YES If yes, when? YEARLY SINCE 1992

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.

Craig B Kelley
Signature of Initiator

Jennifer Allen
Signature of Building Principal

For Administration Use Only:

Board approval needed. Will be submitted on February 16, 2016
 Approved

Superintendent or Designee Signature

Date