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MEMORANDUM

TO: Board of Directors
DATE: March 15, 2016
FROM: Jean Shumate
RE: Future Business Leaders of America (FBLA) Field Trip
TYPE: Action Required

George Colby, Stanwood High School's Future Business Leaders of America (FBLA) advisor, requests to take 26 students to participate at the 2016 FBLA State Conference, April 20 through April 23, 2016, Spokane, Washington.

RECOMMENDATION:

That the Board approves the FBLA Team Field Trip to 2016 State Conference, April 20-23, 2016, Spokane, Washington.

RECEIVED

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Instruction

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Stanwood Camano

STANWOOD-CAMANO
SCHOOL DISTRICT

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

School Stanwood HS Today's Date 2/18/16

Individuals/Group Involved FBLA Number of Students 26

Activity 2016 FBLA State

Destination Spokane, WA

Departure Date Wed, April 20, 2016 Return Date Saturday, April 23, 2016

Accommodations: Hotel (to be assigned by Wa FBLA)

Source of Revenue: Individual student registrations

Fundraising Activities Winter Ball

Individual Student Cost \$360^{00/100} Total Group Cost \$9,720^{00/100}

Insurance (special coverages) N/A

Purpose of Trip (include educational value) Culminating competition for students in FBLA. University + business tours along with seminars and keynote speakers.

Has this trip been previously taken? Yes If yes, when? Every year since 1994...

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.

Signature of Initiator

Signature of Building Principal

For Administration Use Only:

Board approval needed. Will be submitted on March 15, 2016 (JP)
 Approved

Superintendent or Designee Signature

Date