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MEMORANDUM

TO: Board of Directors
DATE: March 15, 2016
FROM: Jean Shumate
RE: Stanwood High School Jazz Ensemble Field Trip
TYPE: Action Required

Erik Ronning, Stanwood High School Choral Director, requests to take 17 Jazz Ensemble students on a school performance tour in the Olympia area April 25-26, 2016. They would stay at the Great Wolf Lodge in Grand Mound, Washington. Concert revenues would fund the field trip.

RECOMMENDATION:

We recommend that the Board approves the overnight field trip for Stanwood High School Jazz Ensemble, April 25-26, 2016.

RECEIVED

FEB 29 2016

2320 F2
Instruction

Stanwood-Camano

STANWOOD-CAMANO
SCHOOL DISTRICT

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

School SHS Today's Date 2/29/16

Individuals/Group Involved SHS Jazz Ensemble Number of Students 17

Activity Tour of school performances

Destination Olympia area Grand Meurd - Great Wolf Lodge overnight

Departure Date 4/25/16 Return Date 4/26/16

Accommodations: Great Wolf Lodge

Source of Revenue: Choir Boosters

Fundraising Activities ticketed concerts, etc

Individual Student Cost _____ Total Group Cost overnight \$827.⁰⁰

Insurance (special coverages) _____

Purpose of Trip (include educational value) Performances for schools and at the Capitol building

Has this trip been previously taken? Similar If yes, when? 2006

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender are attending.) Lists on the reverse side

- _____ 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]
Signature of Initiator

[Signature]
Signature of Building Principal

For Administration Use Only:

Board approval needed. Will be submitted on March 15, 2016 JR

Approved

Superintendent or Designee Signature

Date