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MEMORANDUM

TO: Board of Directors
DATE: April 19, 2016
FROM: Jean Shumate
RE: Approval of Utsalady Elementary Outdoor Education Field Trip
TYPE: Action Required

Grade 5 students from Utsalady Elementary have the opportunity to attend outdoor/environmental education camp May 26-27, 2016, at Warm Beach Camp, Stanwood. The program focuses on the study of estuaries and marine habitat.

Upon the approval by the Board, approximately 54 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 Utsalady Elementary Outdoor Education Field Trip at Warm Beach Camp, May 26-27, 2016, Stanwood, Washington.

RECEIVED

MAR 21 2016

2320 F2
Instruction



STANWOOD-CAMANO
SCHOOL DISTRICT

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

School UES Today's Date 3-21-16
 Individuals/Group Involved 5th Grade Number of Students 54
 Activity Overnight Outdoor Ed. Camp
 Destination Warm Beach Camp
 Departure Date 5/26/16 Return Date 5/27/16
 Accommodations: W - Bar - B cabins
 Source of Revenue: ice cream Booster Club / parents
 Fundraising Activities ice cream / popcorn sales
 Individual Student Cost \$109.00 Total Group Cost ≈ \$5900
 Insurance (special coverages) Canoe
 Purpose of Trip (include educational value) Study estuary, marine habitat, part of outdoor education

Has this trip been previously taken? Yes If yes, when? past ≈ 20 years

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: Canoe permission slip
- 2. Insurance coverage to be arranged through the insurance office. via district
- 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.

Orly McKinn
Signature of Initiator

Christine Keller 3-21-16
Signature of Building Principal

For Administration Use Only:

Board approval needed. Will be submitted on April 19, 2016 JK
 Approved

Superintendent or Designee Signature

Date