

Stanwood  **Camano**
★ ★ ★ School District

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INSTRUCTIONAL SERVICES

Lloy Schaaf

Assistant Superintendent of Teaching and Learning

Memorandum

To: Stanwood-Camano School Board of Directors

Fr: Lloy Schaaf, Ed.D.

Re: Stanwood High School Horse Evaluation Team

Date: September 17, 2013

Our high school Horse Evaluation Team attended the State Horse Career Development Event, in Othello, Washington. The team departed on Thursday, September 12 and returned on Friday September 13, 2013. The timing of the competition necessitated approval for the trip prior to the next board meeting on September 17, 2013.

Margaret Olson and 12 members of the team stayed at the Shilo Inn, Moses Lake, Washington. Please help me in congratulating the participating members of the Horse Evaluation Team.

RECOMMENDATION:

That the Stanwood-Camano School District Board of Directors approve the above listed overnight field trip.

Submit to KEVIN PLAMBECK

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

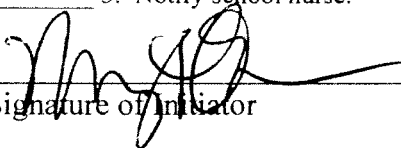
School Stanwood High School Today's Date 9/6/13
Individuals/Group Involved Horse Evaluation Team Number of Students 12
Activity State Horse CDE and Poultry CDE
Destination Othello, Adams County Fair
Departure Date 9/12/2013 Return Date 9/13/2013
Accommodations: Shilo Inn - Moses Lake
Source of Revenue: FFA Cafe and Prime Rib Dinner
Fundraising Activities: FFA Cafe / Prime Rib Dinner
Individual Student Cost: N/A Total Group Cost: N/A
Insurance (special coverages): N/A

Purpose of Trip (including educational value): Evaluation of Horses

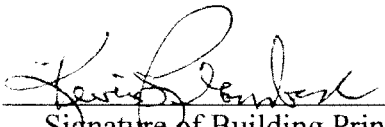
Has this trip been previously taken? Yes If yes, when? Every Year

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender 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 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 September 17, 2013 JP
 Approved

Superintendent or Designee Signature

Date