

Stanwood Camano School District #401

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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 FFA Natural Resource Team
Date: June 2, 2015

The Stanwood High School FFA Agricultural Sales Team team would like to attend the 2015 National FFA Convention in Louisville, Kentucky.

Chris Carlson, Cammy Carlson and 5 members of the Agricultural team are requesting to travel to Louisville, on October 24, and returning on November 1, 2015. Fundraising activities will cover the cost of the trip.

RECOMMENDATION: That the Stanwood-Camano School District Board of Directors approves the above listed overnight/out of state field trip for the Stanwood FFA Natural Resource Team.



NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION

(To be completed by Teacher/Advisor)

School Stanwood High School Today's Date May 22, 2015

Individuals/Group Involved FFA Natural Resource Team Number of Students 5

Activity 2015 National FFA Convention

Destination Louisville, Kentucky

Departure Date Oct. 24, 2015 Return Date Nov. 1, 2015

Accommodations: Courtyard Marriot Louisville or Hampton Inn Louisville

Source of Revenue: Fundraisers, Prime Rib Dinner Auction, FFA Food Booth (FAIR)

Fundraising Activities: Pig Raffle and Metal Art

Individual Student Cost \$1,100.00 Total Group Cost \$6,600.00

Insurance (special coverage) _____

Purpose of Trip (including educational value) FFA Natural Resouce Team Competition at Nationals

Has this trip been previously taken? Yes If yes, when? 2 years ago

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]
Signature of Initiator

[Signature]
Signature of Building Principal

For Administration Use Only:

School Board approval needed. Will be submitted on June 2, 2015
Approved _____

Superintendent or Designee Signature _____ Date _____