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MEMORANDUM

TO: Board of Directors
DATE: February 21, 2017
FROM: Jean Shumate
RE: Stanwood High School Family Career and Community Leaders' Field Trip
TYPE: Action Required

Kris Merritt, Career and Technical Education, Family and Consumer Sciences Instructor, requests to take six (6) students to participate in the Family Career and Community Leaders of America (FCCLA) State Competition March 29 – April 1, 2017, Kennewick, Washington. Various catering functions would fund the field trip.

RECOMMENDATION:

We recommend that the Board approves the overnight field trip for the FCCLA State Competition March 29-April 1, 2017, Kennewick, Washington.



NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION

(To be completed by Teacher/Advisor)

School Stanwood High School Today's Date 1/4/2017
Individuals/Group Involved FCCLA Number of Students 6
Activity State FCCLA Competition
Destination Kennelworth, WA
Departure Date March 29, 2016 Return Date April 1, 2016
Accommodations: Springhill Suites
Source of Revenue: FCCLA fundraising
Fundraising Activities: SCEA Dinners, Country Living Expo, Key Communicators Catering
Individual Student Cost 315.00 Total Group Cost 2215.00
Insurance (special coverage) NA
Purpose of Trip (including educational value) Students to compete in State FCCLA Competition

Has this trip been previously taken? Yes If yes, when? Each 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.

Kristine L. Merritt
Signature of Initiator

Kevin Blomberg
Signature of Building Principal

For Administration Use Only:

☒ School Board approval needed. Will be submitted on 2/21/17 JP
Approved

Superintendent or Designee Signature _____ Date _____