MEMORANDUM

TO: Board of Directors

DATE: October 1, 2019

FROM: Jean Shumate

RE: Stanwood High School FFA Horticulture

TYPE: Action Required

The Stanwood High School FFA Horticulture Team (7 students) request permission to attend the FFA Horticulture Judging Career and Development Events (CDE), October 11 through October 12, 2019, at the Lind-Ritzville High School in Ritzville, Washington.

Upon the approval by the Board, 7 students would attend the overnight FFA Career and Development event. Fees have been subsidized by the Associated Student Body (ASB) FFA Horticulture.

RECOMMENDATION:
That the Board approves the Stanwood High School FFA Horticulture Team Field Trip, October 11-12, 2019, to Ritzville, Washington.

Stanwood Camano
School District

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

School **Stanwood High School**   Today's Date **9/5/2019**

Individuals/Group Involved **FFA Floral Team**   Number of Students **7**

Activity **FFA Horticulture Judging CDE**

Destination **Lind-Ritzville High School**

Departure Date **10/11/2019**   Return Date **10/12/2019**

Accommodations: **Best Western Bronco Inn Ritzville**

Source of Revenue: **ASB FFA Horticulture**

Fundraising Activities **FFA Plant Sale**

Individual Student Cost **Only Dinner**   Total Group Cost **$600.00**

Insurance (special coverages)_____

Purpose of Trip (include educational value) **FFA Floral CDE**

_____

_____

Has this trip been previously taken? **yes**   If yes, when? **Last year - Spring 2019**

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: _____
_____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 of Initiator   Signature of Building Principal

_____

For Administration Use Only:

____✓____ Board approval needed. Will be submitted on **10/1/19**
_____ Approved

_____   _____
Superintendent or Designee Signature   Date

8/08