

# Arlington Public Schools

*"Providing the means to accomplish dreams"*

## Supportive Information Sheet

**SUBJECT: OVERNIGHT FIELD TRIP REQUEST ~ SVS STUDENTS TO WARM BEACH CAMP, STANWOOD, WASHINGTON, JANUARY 27-29, 2009.**

Action

Page(s): Three (3) pages, including cover

Submitted by: Ed Aylesworth, SVS Principal

Date: October 13, 2008

### **Background Information:**

Marci Bass has done extensive research on French camps in the area and found that it would be the most cost effective to create one here in Washington for her students. An immersion-style camp will help students become immersed in the language, and become more comfortable speaking. It would be nice to involve another teacher and his/her students as well in the camp. Also, Ms. Bass is looking into having some upper level college students participate in the camp as "counselors" and activity leaders.

### **Administrative Considerations:**

Marci has taken students to an immersion camp in the mid-west several times before. This has been a memorable learning experience for all that participated. Because of the cost associated with the travel, Marci wants to create our own camp at a fraction of the cost but containing the same opportunity for students to totally immerse themselves in a meaningful language experience. The grade level focus will be elementary, as high school programs have more opportunity to participate in other types of immersion opportunities.

### **Superintendent's Recommendation:**

That the Board approves the overnight travel request for Stillaguamish Valley School students to attend the French Immersion Camp at Warm Beach in Stanwood, WA, January 27-29, 2009.

ARLINGTON SCHOOL DISTRICT NO. 16  
315 N. FRENCH  
ARLINGTON, WA 98223

**OVERNIGHT FIELD TRIP REQUEST FORM**

Board Policy #2320 requires that field trips which take students out of the state or are planned to keep students out of the District overnight must be approved in advance by the Board.

Please complete this form and submit it to the Administration Office prior to the regularly scheduled board meeting so that this information can be included in the board packet for review before the scheduled meeting time.

*The employee who is submitting this form is required to attend the Board meeting to answer any questions which might be raised by a Board member.*

Name Marci Bass

Building Stillaguamish Valley School

Date(s) of proposed out of state or overnight travel: January 27, 28, 29, 2009

The purpose for this travel request is: Take the students to Warm Beach Camp where they will use their French skills outside the classroom in a real-life setting. They will benefit by learning in a new environment as well as the duration of the language spoken.

The number of people who will comprise the group is: I anticipate 30 students and chaperones from SVS will attend, and I hope to include another teacher and a group of students about the same size to attend at the same time (from a different school that has an immersion type class).

The estimated cost of the trip will be \$115.00 a student; and, the source of the funding for the trip is from personal funds, allocation funds, and fundraisers.

I have made arrangements with my immediate supervisor for coverage at my work site while I am not at work. N/A\* (please initial)

*\*This event is during enrichment week, so students will not miss classes, and the teacher will not need a substitute teacher.*

I am willing to share information with my colleagues that I have gained from this travel experience in the following manner: Upon Request

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Immediate Supervisor Signature

\_\_\_\_\_  
Date

Out of state or over-night travel was  approved  denied

by the Board of Directors on: \_\_\_\_\_

*\*Please see the back for additional mandatory detail*

**OUT OF STATE OR OVERNIGHT TRAVEL REQUEST FORM**

**ADDITIONAL COMMENTS**

\*Please include the following information in the estimated cost for your proposed travel if applicable:

a) substitute costs, if necessary,

N/A

b) mileage costs -

\$20

c) registration costs -

\$115

d) incidental costs related to this travel -

N/A