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**From:** Google Form <webcontent@bfsd38.org>  
**Sent:** Tuesday, April 1, 2025 12:08 PM  
**To:** Charlie Appleby <charliea@bigfork.k12.mt.us>; evanvalkenburg@bfsd38.org  
<evanvalkenburg@bfsd38.org>  
**Subject:** [EXTERNAL]New form response notification

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Your form has a new entry. Here are all the answers.

<b>Email address</b>	<u><a href="mailto:evanvalkenburg@bfsd38.org">evanvalkenburg@bfsd38.org</a></u>
<b>Class/Group:</b>	Middle School (7, 8, and Freshman) Hope to continue in future and alternate with the DC Close Up Trip
<b>Staff Member in Charge:</b>	Elise Van Valkenburg
<b>Supervision (Chaperones)</b>	Elise Van Valkenburg and additional teachers and parents as needed based on number of students who choose to attend the trip (one chaperone for every 6 students)
<b>Date of Trip:</b>	Mar 20, 2027
<b>Destination</b>	Costa Rica (9 day trip)
<b>Departure Time:</b>	6:00 AM
<b>Return Time:</b>	9:00 PM
<b>Transportation Method:</b>	Airplane, buses, etc as arranged by EF Tours
<b>Has Transportation Department been notified?</b>	No
<b>If needed, a bus or van is available.</b>	No
<b>Instructional Objectives:</b>	Cultural appreciation and rainforest ecology.



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**Re: [EXTERNAL]New form response notification**

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**From** Tom Stack <tstack@bigfork.k12.mt.us>

**Date** Tue 4/1/2025 1:01 PM

**To** Charlie Appleby <charliea@bigfork.k12.mt.us>; Elise Van Valkenburg <evanvalkenburg@bigfork.k12.mt.us>

**Cc** Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Approved to go to the board in May.

Thanks.



Tom Stack  
Bigfork School District  
Superintendent  
W 837-7400  
F 837-7407

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**From:** Charlie Appleby <charliea@bigfork.k12.mt.us>

**Sent:** Tuesday, April 1, 2025 12:57 PM

**To:** Tom Stack <tstack@bigfork.k12.mt.us>; Elise Van Valkenburg <evanvalkenburg@bigfork.k12.mt.us>

**Cc:** Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

**Subject:** Fw: [EXTERNAL]New form response notification

Approved by Principal

Lacey if approved by Mr. Stack please put this on the May board agenda for Elise to present for out of country travel.

**Charles Appleby** | Middle School Principal

600 Commerce St. | P.O. Box 188 | Bigfork, MT 59911

phone: (406) 837-7412 | fax: (406)-837-7407

[www.bigforkschools.org/our-schools/middle-school/](http://www.bigforkschools.org/our-schools/middle-school/)

***Bigfork Middle School: Be Kind, Be Cool, and Be Compassionate***

<b>Pre-Learning Activities:</b>	Fundraising and discussions of cultural expectations.
<b>Post-Learning Activities:</b>	Final project summarizing what they learned
<b>Is this an overnight activity?</b>	Yes
<b>Is this an out-of-state activity?</b>	Yes
<b>Proposed Itinerary:</b>	<a href="https://www.eftours.com/educational-tour/costa-rica-touch-of-the-tropics">https://www.eftours.com/educational-tour/costa-rica-touch-of-the-tropics</a> Adding in the local food workshop and folklore evening which adds \$110 per student.
<b>Estimated cost (including travel):</b>	4569
<b>Housing:</b>	Hotels arranged by EF Tours
<b>Funding Source: (all money must be turned into the office before trip departure.)</b>	Student paid via fundraisers, parent contributions, and potentially some scholarships
<b>Submitted by (your name):</b>	Elise Van Valkenburg
<b>Your Email (To Receive Copy Of Submission)</b>	<a href="mailto:evanvalkenburg@bigfork.k12.mt.us">evanvalkenburg@bigfork.k12.mt.us</a>
<b>Date Submitted</b>	Apr 01, 2025
<b>I understand this request is not approved until I obtain the following approvals: Principal Approval (all trips); Superintendent Approval (overnight trips); Board of Trustee Approval (out-of-state trips)</b>	Submitter MUST check this box.