Memorandum

Date: November 3, 2026

To: Board of Directors of the Pendleton School District 16R

From: Michelle Jensen, Superintendent

Subject: Out-of-State Travel

Background: Policy IICA – Field Trips and Excursions requires Board approval for any field trip or excursion occurring outside the states of Oregon, Washington, or Idaho. The following student activities have submitted requests for travel that meet the educational and extracurricular objectives of the district and have been reviewed by administration.

Proposed Trips

Pendleton High School FFA
Advisor: Marty Campbell
Event: Western National Rangeland Invitational
Location: Tremonton, UT
Dates: November 8-10, 2026
Funding Source: Associated Student Body Funds

Pendleton High School FFA received the invitation on October 15, 2026, to compete. The event is open to students from Utah, Nevada, Oregon, Montana, and Wyoming and focuses on western rangeland issues and management.

Recommendation: Michelle Jensen, Superintendent, recommends approval of the out-of-state student travel as listed.

Motion: I move that the out-of-state student travel be approved as presented.

Motion for Approval:
Made by _____ Seconded by _____

Motion for Rejection:
Made by _____ Seconded by _____

Motion for Further Consideration:
Made by _____ Seconded by _____