

## PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip \_\_\_\_ Club field trip -Travel - English Honors

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Proposed Departure Date \_\_\_\_\_ 4/10/2017 \_\_\_\_\_ Return Date  
4/15/2017 \_\_\_\_\_

Proposer \_\_\_\_\_ Dayna Hendricks \_\_\_\_\_ Position Club Advisor and High

School Language Arts Teacher \_\_\_\_\_

Date by which response is needed \_\_\_\_\_ Proposal Date \_\_\_\_\_

A. **Purpose**

1. What is the major place to be visited or event to be attended? To visit the childhood home of Mark Twain and visit the area where most of his stories were based.
  
2. How is the trip related to the educational program of the District? Students study the works of Mark Twain throughout their years in high school by reading various novels and short stories.
  
3. In what ways will the students benefit? Students will gain valuable experience with the exposure to city and rural life in Missouri. They will also have the opportunity to see the area in which the author wrote about in his stories.

4. In what ways will the District benefit? Our students will act as ambassadors for Beaver Local, and promote the district in a positive manner: conduct, social skills, and intellect.
  
5. How will the trip be evaluated to determine the extent to which these benefits were realized? The trip will be evaluated through group discussion and multimedia.

B. **Students and Staff**

1. Which students, (grade, class, or organization), will be going? Students who are members of English Honors.
  
2. How many students in total? 30 - 40
  
3. How many students are currently experiencing academic problems? No one at this time but if they do between now and the trip, they will stay after school when tutoring is available to help them reach their potential.
  
4. Which staff member will be in charge? Dayna Hendricks
  
5. What previous experience has the staff member had in conducting overnight or extended field trips? I have chaperoned students to California three times, once to England and Scotland, once to Toronto, Canada and New York City.
  
6. What other staff members will be going? Gianni Colaizzi and Tom Cunningham

7. How many chaperones, in addition to staff members, will be going? 3
  
8. What are their names and affiliations with the students? Leslie Gabbert: former teacher at BLHS and grandparent of a student; Mike Gabbert grandparent of student and also has chaperoned trips for BLHS previous.
  
9. How many school days will be missed? 2
  
10. How will teachers be advised in advance that the students will be out of school? Teachers will be advised at least 2 weeks in advance so students can complete work before the trip.

C. **School Work**

1. How will missed work be made up? Work will be completed before the trip.
  
2. What special assistance will be provided students with academic problems? Students can attend tutoring sessions after school.

D. **Itinerary**

1. What is the destination? St. Louis and Hannibal, Missouri
  
2. What will be the mode of transportation? What liability insurance does the carrier have? The club will be traveling by charter bus provided by 20th Century Tours from Youngstown, Ohio a \$3 million dollar Comprehensive Commercial General Liability Insurance policy with Zurich Insurance

3. Where will the group be housed and fed? The students will be staying at two different locations but with the same hotel chain: Indianapolis and St. Louis / Drury Inn. Seven meals are included (4 breakfasts, 1 lunch and 2 dinners). We will stop at other fast food restaurants during our drive but students will have to pay extra for the meals not covered.
4. What enroute or supplementary activities are planned? See attached itinerary
5. What arrangements have been made for dealing with emergency situations? Chaperones have been trained to handle emergencies. Mrs. Hendricks will have parent authorization to take any student to a medical facility if necessary. Our tour guide will have a list of local emergency contact numbers. Students will be instructed to go to a safe meeting point if an emergency situation should arise. Students and parents will have all chaperone phone numbers so they can contact a chaperone.
6. What arrangements have been made for administering necessary medications to students while on this trip? Mrs. Hendricks will carry all medication during the trip and have the school nurse train her to properly dispense any and all student medications.
7. If tour guides are involved, what liability insurance do they carry? a \$3 million dollar Comprehensive Commercial General Liability Insurance policy with Zurich Insurance

E. **Finances**

1. What is the estimated total cost and cost per student? \$620 per student for 40 or more students. \$715 per student for 30-39 students.
2. What is the source of funds? Fundraising and student financed

3. How will the funds be collected and safeguarded? Mrs. Hendricks will collect deposits and deposit them to the school treasurer's office.
  
4. How will any shortfall be made up or excess funds used? Shortfalls will be made up through the club fund and excess will be used towards YSU English Festival books.
  
5. What provision has been made for students who are financially unable to pay any necessary costs? This is club based activity not classroom based so students are not required to participate or attend.

#### **F. Communications**

1. How will you communicate to parents prior to, during, and after the trip? Meetings, emails, phone calls
  
2. List telephone numbers at destination and where group will be housed. 20th Century Tours 330-799-3853  
Drury Inn Indianapolis 317-849-8900 Drury Inn St. Louis Southwest 636 -861-8300
  
3. What information will be provided to the media and the community? Daily posts on the high school Facebook Page and a picture submitted to the local newspapers.

  
Signature of the Requestor

10/7/2016  
Date

Approved:   
Principal

10-7-16  
Date

\_\_\_\_\_

\_\_\_\_\_  
Date

Board of Education  
7/16/02

\_\_\_\_\_  
Date

**BEAVER LOCAL HIGH SCHOOL**  
**ST. LOUIS TOUR**  
**APRIL 10-14, 2017**  
**Tentative Itinerary**

**MONDAY, APRIL 10**

2:45 p.m. – Motorcoach arrives at Beaver Local High School in East Liverpool, Ohio -  
3:00 p.m. – Depart the school  
4:45 p.m. – Dinner (on own) at Burger King in Cambridge, Ohio (Rt. 209 & I-70)  
8:15 p.m. – Rest stop around Dayton, OH  
10:15 p.m. – Check into our hotel

**TUESDAY, APRIL 11**

6:00 a.m. – Wake-up  
7:00 a.m. – Continental breakfast at our hotel  
8:15 a.m. – Depart for St. Louis  
10:15 a.m. – Rest stop around Effingham, IL  
12:00 p.m. – Guided tour of the Central Library of the St. Louis Public Library  
– Free time to look around the entire Library campus  
1:30 p.m. – Lunch (on own) around the St. Louis Public Library  
3:30 p.m. – The Gateway Arch Riverboat Cruise  
5:00 p.m. – Dinner (on own) around the Arch  
6:30 p.m. – Gateway Arch  
8:15 p.m. – Depart for our hotel  
9:00 p.m. – Check in to our hotel

**WEDNESDAY, APRIL 12**

6:00 a.m. – Wake-up  
7:00 a.m. – Continental breakfast at our hotel  
8:00 a.m. – Depart for the Mark Twain Boyhood Home and Museum  
10:15 a.m. – Self-guided tour of the Home and Museum  
12:30 p.m. – Lunch dockside at the Mark Twain Riverboat  
1:30 p.m. – Narrated cruise on the Mark Twain Riverboat on the Mississippi River  
3:00 p.m. – Tour the Mark Twain Cave Complex  
5:00 p.m. – Richard Garey's Mark Twain HIMSELF Live Show  
7:00 p.m. – Dinner (on own or included) at the Mark Twain Dinette and Family Restaurant  
8:00 p.m. – Depart for our hotel  
10:15 p.m. – Hotel and Security

**THURSDAY, APRIL 13**

6:00 a.m. – Wake-up  
7:00 a.m. – Continental breakfast at our hotel  
8:15 a.m. – Depart for St. Charles, MO  
9:00 a.m. – Guided tour of the Daniel Boone Home and Village  
11:30 a.m. – First Missouri State Capitol Historic Site tour  
12:45 p.m. – Lunch (on own)  
2:15 p.m. – Lindenwood's J. Scheidegger Center for the Arts tour  
3:30 p.m. – Escape on Main Adventure Rooms  
5:00 p.m. – Depart for Indianapolis  
6:30 p.m. – Dinner  
10:00 p.m. – Check in to our hotel

**FRIDAY, APRIL 14**

7:00 a.m. – Wake-up  
8:00 a.m. – Continental breakfast at our hotel  
9:00 a.m. – Depart for home  
11:00 a.m. – Rest stop  
1:00 p.m. – Lunch  
4:30 p.m. – Arrive back at Beaver Local High School

