

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip ____ Senior Class 2018 field trip -Travel - English

Proposed Departure Date _____ 5/19/2018 _____ Return Date
5/22/2018 _____

Proposer _____ Dayna Hendricks _____ Position Senior Class 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? Colonial Williamsburg and Busch Gardens Amusement Park

2. How is the trip related to the educational program of the District? The purpose of this trip is for graduating seniors to have a culminating event that exemplifies their experiences at Beaver Local. This will allow students to use their critical thinking skills, communication skills, collaboration and teamwork skills, and problem solving skills in experiencing real world situations.

3. In what ways will the students benefit? Students will gain valuable experience with the exposure to social and travel situations. Some students never have an opportunity to leave Columbiana County and this will allow students to visit a historic era they have heard, read, and learned about in the classroom.

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? The students from the Senior Class of 2018

2. How many students in total? Estimating at 100 students based upon past participation on the senior class trips. Students who sign up and pay the initial deposit will give us a total exact number.

3. How many students are currently experiencing academic problems? No one at this particular time. This trip will only allow students who will be graduating. We would like to use this trip as an incentive for grades and attendance.

4. Which staff member will be in charge? Dayna Hendricks and Gianni Colaizzi, Senior Class Advisors

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 twice to New York City.

6. What other staff members will be going? Gianni Colaizzi, Lisa Farmer, Rebecca Speece, Jodi Hoppel, and Jay Pappas. They would be in charge of 16 -17 students per group. Gianni Colaizzi is the other Senior Class Advisor and has chaperoned two previous overnight trips

with me, and Lisa Farmer chaperoned last year's English Honors trip to NYC with me last year as well.

7. How many chaperones, in addition to staff members, will be going? At this time, zero, but if more than 100 students sign up, then we will open it up to Senior Class Parents who are willing to come with us.

8. What are their names and affiliations with the students? How many school days will be missed? 0
This trip will be during the traditional Senior Week when we have previously traveled to Cedar Point and Pittsburgh.
*****The class voted for the change last spring because they have the income to support the transportation for this trip. Previous classes did not have enough money in their account to travel this far. They are planning more fundraisers to help offset the cost. The class made sacrifices on prom to save money for an overnight trip. They gave up spending money on charter buses to travel to the prom site and agreed to ride school buses so they could use the money towards a trip. The parents did extra fundraising to earn money so that their children could have a special senior class experience and have been planning for this since their freshman year. Cedar Point is located close enough that most students travel with family, friends, and other clubs to the park so it is not a special experience for them. In past, senior class trips, students have paid up to \$200 to travel to Cedar Point and Gateway Clipper in Pittsburgh because their class did not have the funds to pay for bigger trips. The trip to Williamsburg is an opportunity most students will never have to travel to this destination.

9. How will teachers be advised in advance that the students will be out of school? The timing of this trip will not affect student work. Students are leaving after their last academic school day.

C. **School Work**

1. How will missed work be made up? There will be no work to make up. Again, students will be attending this trip AFTER their last academic day. We want to use this trip as an academic and attendance incentive in hopes to raise grades and attendance.

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? Williamsburg, Virginia
2. What will be the mode of transportation? What liability insurance does the carrier have? The class will be traveling by charter bus provided by American Tours and Travel Tour Company. The liability insurance is \$1,000,000 Tour Liability INSURANCE POLICY with membership held in NTA, ABA, and ASTA.
3. Where will the group be housed and fed? The students will be staying at a hotel in Williamsburg with arrangements made by American Tours (Holiday Inn Express). Five meals are included (3 breakfasts 1 meal coupon at Busch Gardens and one lunch at Colonial Williamsburg). 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 and other staff members to properly dispense any and all student medications.

7. If four guides are involved, what liability insurance do they carry? \$1,000,000 Tour Liability INSURANCE POLICY with membership held in NTA, ABA, and ASTA

E. **Finances**

1. What is the estimated total cost and cost per student? \$335 - \$649 based upon student choice for room occupancy (See attached contract/itinerary).
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 senior fund and excess will be used towards graduation costs.
5. What provision has been made for students who are financially unable to pay any necessary costs? Opportunities to help pay for the trip will be given through fundraising activity sales. Money individually earned will go toward the cost of the student's trip (candy sales). Group fundraising events will go towards the overall cost (Chipotle fundraising event) and any fundraising sales/events the parents will hold.

F. Communications

1. How will you communicate to parents prior to, during, and after the trip? Meetings, emails, phone calls, Facebook and Remind and the school website page

2. List telephone numbers at destination and where group will be housed.
Colonial Williamsburg:(757) 229-1000 or 1-855-756-9516
Busch Gardens: (757) 229-4386
Holiday Inn Express Williamsburg Busch Gardens Area (757) 220-1100

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

Date

Approved:

Principal

Date

Date

Board of Education
7/16/02

Date