

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip: Lake Michigan Camp and Retreat Center/Pentwater.

Proposed Departure Date: May 26, 27, 28, 29, 2026 Return Date: May 29, 2026

Proposer Sue Amos Position: Field Trip Coordinator.

Date by which response is needed: As soon as possible. Proposal Date February 2026

A. Purpose

1. What is the major place to be visited or the event to be attended?
Lake Michigan Camp and Retreat Center is now called Lake Michigan Family Campground.
2. How is the trip related to the educational program of the District?
Outdoor Education, Orienteering, Art, Dune Study
3. In what ways will the students benefit?
Dune Studies and Orienteering Skills
4. In what ways will the District benefit?
We will be providing students with skills they can build upon for a lifetime.
5. How will the trip be evaluated to determine the extent to which these benefits were realized?

B. Students and Staff

1. Which students (grade, class, or organization) will be going?
 - A. **The list will be provided in early May. Families are still signing up.**
 - B. Students and Staff (contd)
2. How many students are in total?
Families are still signing up.
3. How many students are currently experiencing academic problems?
None
4. Which staff member will be in charge?
Sue Amos

5. What previous experience has the staff member had in conducting overnight or extended field trips?
Extensive
6. What other staff members will be going?
Community Experts: Scott Weber
7. How many chaperones, in addition to staff members, will be going?
Each child has a parent chaperone responsible for them.
8. What are their names and affiliations with the students?
A list will be submitted when we leave.
9. How many school days will be missed? **None;**
Our ELOs will have ended before the start date of the field trip
10. How will teachers be advised in advance that the students will be out of school? **NA**

C. School Work

1. How will missed work be made up? **NA**
2. What special assistance will be provided to students with academic problems?

D. Itinerary

1. What is the destination?
Lake Michigan Camp and Retreat Center, Pentwater, MI
2. What will be the mode of transportation? What liability insurance does the carrier have?
Families are responsible for transportation and their own insurance.
3. Where will the group be housed and fed?
Each family is renting a cabin, tent, or camper. Each family is responsible for their own food.
4. What en route or supplementary activities are planned?
None
5. What arrangements have been made for dealing with emergency situations?
Each family is responsible for this. Pentwater/Ludington have hospitals.
6. If tour guides are involved, what liability insurance do they carry? **NA**

E. Finances

1. What is the estimated total cost and cost per student?
The estimated total cost for this trip is approximately \$1,200.00 unlimited group rate
2. What is the source of funds?
Field Trip Account
3. How will the funds be collected and safeguarded?
School and Family will pay upon arrival at the camp.
4. How will any shortfall be made up or excess funds used?
Parent contributions.
5. What provision has been made for students who are financially unable to pay any necessary costs?
N/A

F. Communications

1. How will you communicate with parents prior to, during, and after the trip?
email, phone, face to face
2. List telephone numbers at the destination and where the group will be housed.
Sue Amos: 269-779-7516
Lk.MI Camp and Retreat Center: (231) 869-5317,
(231)-869-5627
3. What information will be provided to the media and the community?
Families will post on Facebook, and Cindy will post on the Web page.

Sue Amos.
Signature of the Requestor

January 2026.
Date

Approved
Cindy Fadel :

Principal

January 13, 2026

Date

Board of Education

Date