

Field Trip Proposal

Lifetouch Yearbook Camp, Woodbury MN August 6-7, 2012

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Trip Purpose

I would like to take two of my yearbook staff members to a two-day yearbook camp sponsored by Lifetouch, our publisher. During this camp we will get a great head start on the 2013 yearbook, and will attend workshops on photography, Photoshop and InDesign, theme development, and the like. It will be a valuable learning experience and will motivate my yearbook staff to create a great book.

Destination and Itinerary

The camp will be held at East Ridge High School in Woodbury, from 8:30 a.m. on August 6 to 4:30 p.m. on August 7. Please see the enclosed PDF flier from Lifetouch for the specific workshops we will attend. Since the trip takes place in the summer, no school days will be missed.

Transportation

I met with Ken Abraham on July 23 and took a road test to become certified to drive an ISD 726 vehicle to and from the camp. All transportation would be in an ISD 726 vehicle.

Housing and Chaperones

Accommodation will be two hotel rooms in Woodbury for the night of August 6: one for Amber Berdie, the only chaperone, and one for two female students to share. The rooms will be paid for by Lifetouch. I have not yet received a confirmation on which hotel in Woodbury; I expect this in the near future from our Lifetouch contact, Carson Amiot, who is making the reservation for us.

Probable number of students

I got the final details of the camp on July 2, 2012 from our Lifetouch representative, and conducted an informal inquiry with my 8 yearbook staffers to see how many would be interested in going. Two said that yes, they would like to go: Katelyn Tasto, a senior who will be one of the co-editors-in-chief, and Brandi Scherping, a senior photographer.

Cost and Fundraising

There is no registration fee for the camp. Lifetouch is paying for our hotel accommodations. The cost to the students will be minimal: they will pay for their own dinner on August 6, and breakfast on August 7, along with any snacks they need during the two days. No fundraising will be necessary.

General Rules

Any student not complying with the guidelines set below should expect disciplinary action. Discipline may range from a simple reprimand, to being sent home by coach bus at the expense of parents/guardians.

1. All Minnesota State High School League and Becker High School Handbook Rules and Expectations apply on this trip. The police department, as well as Becker High School, will handle any student involvement in alcohol, drugs, or tobacco. Any involvement in these substances will result in the student being sent home. Parents will pay for the cost of the bus ride for the student.
2. Act in a manner that will leave every person in which we have contact with a good impression. We are representing our school and community on this trip.
3. All students will attend every workshop on the Lifetouch itinerary.
4. Students must let the chaperone know where they are at all times, and when they will return. (For example, if they have to step out of a workshop for a moment, or have to go to the hotel desk for something.)

Vehicle conduct

5. Please keep the ISD 726 vehicle clean and neat.
6. Please keep the noise level low while the vehicle is in motion.
7. Seat belts must be worn whenever the vehicle is running.

Hotel conduct

8. No one will leave their room after curfew. After curfew, only open the door for the chaperone and hotel officials.
9. At no time is anyone outside the Becker Yearbook Staff allowed to enter your hotel room. Do not give out your hotel name and room number to anyone.
10. Obey all rules of the hotel.
11. Be respectful of the other guests. You will be held responsible if the manager calls Ms. Berdie because of a disturbance.
12. Do not take towels or souvenirs from your room. You will be charged for these items and any damage to the room.
13. Keep your door locked at all times.
14. Students are not allowed to stay in a chaperone's room or a room other than their assigned room.

**Becker School District 726
12000 Hancock Street
Becker, MN 55308**

FIELD TRIP PERMISSION, MEDICAL WAIVER, AND WAIVER FORM

All Minnesota State High School League and Becker High School Handbook Rules and Expectations apply on this trip. Any student not complying with the guidelines set for them should expect disciplinary action. The police department, as well as Becker High School, will handle any student involvement in alcohol, drugs, or tobacco. Any involvement in these substances will result in the student being sent home. Parents will pay for the cost of the bus ride for the student. By this Waiver, I assume any risk, and take full responsibility for my child and waive any claims of personal injury, death, or damage to personal property associated with the Becker Yearbook Camp trip 2012. I understand and confirm that by signing this waiver and release I have given up considerable future legal rights. I have signed this agreement freely, voluntarily, and under no duress.

I understand and will comply with the statement above. I give my child,

_____, permission to travel with the Becker Yearbook Staff to Yearbook
(student name)
**Camp in Woodbury, Minnesota, on August 6-7, 2012. By signing this form I give permission
for my child to receive treatment by a physician/hospital designated by a school official in
case of an emergency.**

Parent signature _____ Print Name _____

Student signature _____ Date _____

MEDICAL INFORMATION

Insurance Company _____ Policy Number _____

Please list any of your child's special needs (ex. diabetes, epilepsy, etc.) and also allergies, medications or prescriptions:

In case of emergency, please list the phone number(s) to reach you:

_____ # _____

Thank you! This sheet will be with Ms. Berdie at all times.

join us... Twin Cities Yearbook Workshop

August 6-7
East Ridge High School
Woodbury, MN



Register now!

[Workshop is presented **free of charge** to
yearbook students and advisers]

Please complete and return your registration by July 27, 2012.
Contact Carson if overnight accommodations are needed.

Mail to:

Lifetouch Summer Workshop

Attention: Carson Amiot
370 Quail Rd
Saint Paul, MN 55110

School _____

Address _____

City, State, Zip _____

Yearbook Adviser _____

Phone(s) _____

Email _____

Attendees: _____

Lifetouch Yearbooks
2012 Workshop

Picture the Possibilities



Join us for a creative yearbook experience!

Day One

8:30-9 - Registration

9-10 - Trends in theme, design and coverage

10-12 - Hands-on theme development

12-1 - Lunch

1-4- Hands-on design

Day Two

8:30-10 - Content, coverage and ladder

10-12- Section planning and section module design

12-1 - Lunch

1-2 - Tips and tricks in Photoshop and InDesign

2-3:30 - Theme packet preparation and presentations

3:30-4:15 - Photography is for everyone

4:15-4:30 - Awards and workshop wrap-up



Laura Schaub is a national creative design and media consultant for Lifetouch. Previously, she served as executive director of the Oklahoma Interscholastic Press Association at the University of Oklahoma where she also taught courses in typography, design, desktop publishing and photography. Prior to working at OU, she taught journalism courses and advised student publications at Charles Page High School in Sand Springs, OK, for 22 years.

Schaub is a CSPA Gold Key recipient, past Oklahoma Journalism Teacher of the Year and former Dow Jones Newspaper Fund Distinguished Adviser. She was inducted into the National Scholastic Journalism Hall of Fame in 1991 and served as president of the CSPAA for two terms.

She co-authored and edited *Scholastic Yearbook Fundamentals*, a monograph published by the Columbia Scholastic Press Association. She served as images editor and contributing writer for CSPA's *Magazine Fundamentals*.

Schaub chaired the CSPA Judging Standards and Practices Committee for over ten years. In March 2001, she received the Col. Joseph M. Murphy Award from CSPA and The New York Times for outstanding service to scholastic journalism. In 2002, she received the James F. Paschal Award for service as a state scholastic press association director. She also recently was named one of 75 Legends in Texas Scholastic Journalism.

At the spring 2004 CSPA convention, she received the Charles R. O'Malley Award for Excellence in Teaching Journalism. She is a professor emerita at OU.

We are gearing up for an exciting 2012 Lifetouch

Yearbook Workshop!

Here are some exciting highlights to look forward to at this year's workshop:

- **Expert training**

- Laura Schaub, national creative design and media consultant, will lead engaging and interactive sessions on every aspect of yearbook.

- **Photography Track**

- Special course offerings for yearbook photographers. Lifetouch photography trainers will provide hands-on training to take yearbook photography to a whole new level! Plus, we'll have some fun with Instagram.

- **Cover Artists**

- Back by popular demand, our cover artists will be on hand to take your ideas and turn them into inspired design.

- **Leave with a clear vision for your yearbook**

- Your staff will participate in working sessions to establish a theme and plan for next year's book.