

SCHOOL DISTRICT OF SHOREWOOD

352.1 Exhibit (1)

OVERNIGHT TRIP REQUEST FORM

- Before submitting this form to your building principal, please review 352.1 policy, guidelines and exhibits.
- Submit this form and supporting documentation to your School Principal for approval.

Name of District Employee in charge: Maria Gitter and Kelly Steiner

Destination: Camp Whitcomb Mason W294 N8436 Camp Whitcomb Road Hartland, WI 53029

Date and time of departure: Session 1: Tuesday, October 6, 2015 and Session 2: Thursday, October 8, 2015 at 8:15 am

Date and time of return: Session 1: Wednesday, October 7, 2015 and Session 2: Friday, October 9, 2015 at 3:05 pm

Name of class/co-curricular activity/student group: Outdoor Education

Number of Students attending the trip: ~160 (all 7<sup>th</sup> graders at SIS)

Are students missing any instructional days/hours of school for this trip? Yes No ☒

If yes, please explain: They will be missing two days of being in school but not missing anything of the learning activities. Since all 7<sup>th</sup> grade students attend the trip, teachers repeat the two days of curriculum (same information is covered Tuesday and Thursday/Wednesday and Friday). This format means that they will not have any work to make up unless they are in 8th grade math or classes at SHS.

Description of the educational expectations/correlation to the classroom curriculum associated with this trip: While at Camp students participate in 6 small group activities including:

- Nature Hike - This has a tie to the SIS science curriculum. It reviews topics from 6th grade science as well introducing topics that will be covered in 7th grade science.
- Canoeing - This has a tie to the PE curriculum. Students are introduced to water and canoe safety, the correct method for paddling a canoe and then allowed time to be physically active and practice these skills.
- Plant Ninjas - This has a tie to the SIS science curriculum. Our first unit of the year has a botany focus and this

activity reviews the vocabulary associated with the different types of plants.

- Letter Boxing - This has a ties to the SIS World Geography curriculum. Students are given handheld GPS units and asked to use latitude and longitude readings to find hidden caches in camp.
- Cooperation - This has ties to the SIS PBIS curriculum. Students are asked to work together to write a skit that they will perform out at camp. This activity really asks students to get to know their peers and work together for an authentic audience. This helps bring together students from the different elementary school.
- Team Challenge - This has ties to the SIS PBIS curriculum. Students are asked to work together to play capture the flag. This activity really asks students to get to know their peers and work together to accomplish a task. This helps bring together students from the different elementary school.

Describe your discipline plan: Clear expectations that are explained to the student and their families prior to the trip, removal from activity (or activities) until the situation has been mediated or handled, in extreme circumstances the student will be sent home from camp.

If your trip overlaps with a major religious holiday, how will you accommodate your student(s) desire to observe the holiday? They will be moved to the session that does not conflict with their religious holiday.

What is your plan for health and safety emergencies?

- Teachers will all be asked to carry their personal cell phones in order to be able to contact the organizers or 911 in an emergency.
- The SIS first aid kit will be stocked and taken out to camp. It will be stored in Friendship Lodge where all staff as access to the supplies.
- Parents will turn in all student medication and one teacher will be responsible for making sure all necessary medication is taken.
- We will coordinate with the District Nurse and SIS Health Aide to make sure we are aware of all student health concerns.
- As authorized on their permission slips, students will be responsible for carrying their epi-pens and inhalers in a string backpack. All staff will be given a list of students that should have a string backpack and a brief description of when they might need to use it.

Number of Chaperones: a minimum of 8 staff; plus at least 1 parent in each cabin overnight (6)

Estimated Cost per Chaperone: \$ the cost of meals (\$10)

Estimated Cost per student before and after fundraising:

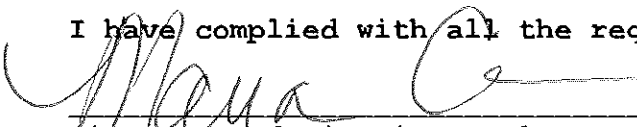
Before \$ 80 After \$ 80

Description of fundraising proposal for the trip: We do not complete fundraising but there are District funds that can assist students who cannot cover the cost of the trip.

Arrangements/provisions made for students in need of financial assistance: District funds that can assist students who cannot cover the cost of the trip

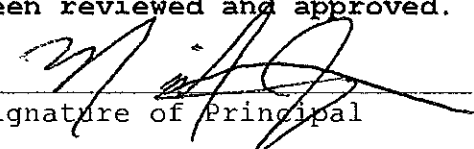
Is this an optional student travel experience? Yes No x

I have complied with all the requirements listed above.

  
\_\_\_\_\_  
Signature of District Employee

  
\_\_\_\_\_  
Date

The overnight trip proposal and the accompanying documentation has been reviewed and approved.

  
\_\_\_\_\_  
Signature of Principal

  
\_\_\_\_\_  
Date

The overnight trip proposal and the accompanying documentation has been reviewed and approved.

\_\_\_\_\_  
Signature of Superintendent

\_\_\_\_\_  
Date

The overnight trip proposal and the accompanying documentation has been reviewed and approved by the School Board.

\_\_\_\_\_  
Signature of School Board President

\_\_\_\_\_  
Date

REVIEWED: August 14, 2012