

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: Melissa Honigman, Jason Clark, Justin Olson

Destination: Southern Illinois University (Edwardsville, IL) and St. Louis, MO- Music in the Parks Festival

Date and time of departure: Friday, May 13, 2016, 6:00 AM

Date and time of return: Sunday, May 15, 2016, 9:30 PM

Name of class/co-curricular activity/student group: SIS Band, Orchestra & Choir

Number of Students attending the trip: Minimum 250 Maximum 300

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

If yes, please explain: Students will miss one day of school on Friday, May 13.

Description of the educational expectations/correlation to the classroom curriculum associated with this trip: Clinic with music professors at Southern Illinois University-Edwardsville; Rehearsal and adjudicated performance; St. Louis Arch/Historical Museum.

Describe your discipline plan: See Behavior Expectations, Rules and Regulations. Students must be in good standing behaviorally at school to participate on trip.

If your trip overlaps with a major religious holiday, how will you accommodate your student(s) desire to observe the holiday? N/A

What is your plan for health and safety emergencies? Health forms collected for each student including allergy information. Each director will have hard copies of this material and have phones at all times.

Number of Chaperones: 35 plus 6 faculty  
Estimated Cost per Chaperone: \$ 450

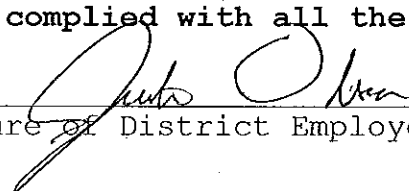
Estimated Cost per student before and after fundraising:  
Before \$ 450 After \$ 0-450

Description of fundraising proposal for the trip: Fundraisers from each department are provided. Money earned through these fundraisers goes directly toward individual student travel. Coffee/Chocolate/Cheesecake/Bread/Honey Sales, etc.

Arrangements/provisions made for students in need of financial assistance: Fundraisers offered to all students.

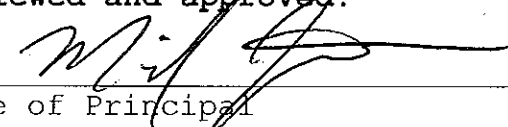
Is this an optional student travel experience? Yes x No     

I have complied with all the requirements listed above.

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

9/23/15  
\_\_\_\_\_  
Date

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

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

9/23/15  
\_\_\_\_\_  
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