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# MEMO—OFFICE OF THE PRINCIPAL

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Date: November 16, 2022  
To: Dr. Kent Mutchler  
From: Mr. Tom Rogers  
Re: Out-of-State STN Television Production Trip

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Geneva High School is requesting permission for the Television Production students to participate in an out-of-state field trip in March 2023. This year's Student Television Network convention is being held in Long Beach, CA. The purpose of this trip is to provide students with the opportunity to learn more about the television industry, and to compete in competitions against some of the best television schools in the country. The return date is on Monday, March 20<sup>th</sup> so the students can attend the closing and awards ceremony on Sunday, March 19<sup>th</sup>. The tentative itinerary and trip details are as follows:

1. Trip Dates: Depart → Wednesday, March 15, 2023  
Return → Monday, March 20, 2023
2. Number of Students Attending: 2 senior students
3. Transportation: Southwest Airlines
4. Cost of Trip: \$1,500 (approximately)  
Fundraising will help reduce the cost. There will be no cost to the district for this trip.
5. Adult Chaperones: Beni Enas  
Andy Cozzi (tech support)
6. Goals:
  - a. Students will learn new production techniques from industry professionals.
  - b. Students will learn how to work as a team to produce high quality videos, which will be judged by industry professionals.
  - c. Students will gain a greater understanding of what it will take to work in the television industry.
  - d. See the attached tentative itinerary for additional details.