

SCHOOL DISTRICT OF SHOREWOOD
Shorewood Intermediate School

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: Annette Koerten

Destination: Quebec City Canada

Date and time of departure: Thursday May 19th 2016 at 12:00 p.m.

Date and time of return: Monday May 23rd 2016 at 4:00 p.m.

Name of class/co-curricular activity/student group: French 8th graders

Number of Students attending the trip: Minimum 15 Maximum 40

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

If yes, please explain: They will miss 2 and ½ days, but they will gain so much in understanding Canadian culture. They will also put into practice what they have learned in French class for the past 2 years.

Description of the educational expectations/correlation to the classroom curriculum associated with this trip: Students will be put in real life experience and will be able to communicate with native speakers

Describe your discipline plan: Will follow the school policy

If your trip overlaps with a major religious holiday, how will you accommodate your student(s) desire to observe the holiday? Does not conflict with any major religious holidays

What is your plan for health and safety emergencies? See attached health and safety emergency plan info from tour operator

Number of Chaperones: 1 to 3 * (minimum 1 chaperone to 10 students)
Estimated Cost per Chaperone: \$ 0.00

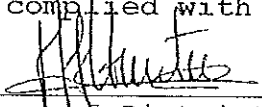
Estimated Cost per student before and after fundraising:
Before \$ 1000 After \$ 950

Description of fundraising proposal for the trip: Selling crêpes
boxtop

Arrangements/provisions made for students in need of financial assistance: school funding? (Kupfer fund)

Is this an optional student travel experience? Yes X No

I have complied with all the requirements listed above.

 Annette Koetun 6/28/2015
Signature of District Employee Date

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

 7/13/15
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