



Proposal for Overnight/Extended Student Trips

Email Address	<i>dorian.foster@rimsd41.org</i>
Type of Trip	<i>Enrichment</i>
Proposed Departure Date	<i>Jan 08, 2026</i>
Return Date	<i>Jan 10, 2026</i>
Proposer	<i>Dorian Foster</i>
School	<i>RIHS</i>
Position	<i>Teacher/Director</i>
Date By Which Response Is Needed	<i>Jun 05, 2025</i>
What is the major place to be visited or event to be attended?	<i>Illinois High School Theatre Festival at Illinois State University - Normal, IL</i>
How is the trip related to the educational program of the District?	<i>Students will participate in workshops, attend public performances, visit exhibits, and network with peers and professionals. Seniors will have the opportunity to audition for college theatre programs. A handful of students are planning to enter individual/group events for performance and design.</i>
In what ways will the students benefit?	<i>Students will benefit by participating in various workshops of choice, practicing positive audience behavior while viewing public performances, reviewing peer performances, networking with industry professionals and college programs.</i>
In what ways will the District benefit?	<i>The district will benefit by our students getting to work with theatre professionals and see the opportunities the field of theatre arts has to offer throughout the state and nation. They will bring these experiences back to enhance their overall program. Also, our district will gain recognition at the state level for supporting its arts programs beyond music and visual arts. In the past, our school has been selected by the festival to perform a show and two of our students were selected to perform in the All-State production.</i>
How will the trip be evaluated to determine the extent to which these benefits were realized?	<i>Students can report to a group of their peers and/or other district stakeholders to reflect upon the trip.</i>
Which students (grade, class, or organization) will be going?	<i>9 – 12 grade extra-curricular theatre students</i>

How many students in total?	<i>Approximately 15</i>
How many students are currently experiencing academic problems?	<i>None of the students are currently experiencing academic problems.</i>
Which staff members will be in charge?	<i>Dorian Foster</i>
What previous experience has the staff member had in conducting overnight or extended field trips?	<i>Mrs. Foster has chaperoned the RIHS band trip to San Antonio in 2006, the Illinois High School Theatre Festival's All-State group in 2004, and the 2019 NYC trip with the music department. She has coordinated and conducted trips to IHSTF 2017-2025. She is leading a trip to London, UK, over the summer of 2025.</i>
What other staff members will be going?	<i>NA</i>
How many chaperones, in addition to staff members, will be going?	<i>1</i>
What are their names and affiliations with the students?	<i>Mrs. Jennifer Hoeper was the drama director at Washington and Edison Junior Highs. She chaperoned many previous Theatre Fest trips. She has coordinated and chaperoned trips for the Moline chapter of The International Order of the Rainbow Girls.</i>
How many days of school will be missed?	<i>1</i>
How will teachers be advised in advance that the students will be out of school?	<i>Staff will be notified prior to the start of second semester and receive a reminder at the beginning of the week they are to be gone.</i>
How will missed work be made up?	<i>Students are missing one class day and are responsible for making suitable arrangements with their instructors.</i>
What special assistance will be provided to students with academic problems?	<i>Mrs. Foster will encourage or require attending enrichment in her room or with the teacher of the course(s) in question. A suitable amount of growth will be required for the student to remain eligible for the trip. Students must be academically and behaviorally eligible at the time of signing up.</i>
What is the destination?	<i>Illinois State University--Normal, IL</i>
What will be the mode of transportation? What liability insurance does the carrier have?	<i>Either HS Activity Bus or passenger vans through MVP (Milan, IL). Is 5 million per person, per incident.</i>
Where will the group be housed and fed?	<i>Housing is TBD. The festival alternates between ISU</i>

	<i>and U of I. Similar accommodations will be secured each year. The hotel provides breakfast and they purchase their own meals around campus.</i>
What enroute or supplementary activities are planned?	<i>Nothing other than restrooms or meal stops.</i>
What arrangements have been made for dealing with emergency situations?	<i>The Festival requires all participants to complete and submit a medical release form with contact and insurance information for each student to be kept on file in the event of an emergency. Students and their families will have access to Festival housing, and chaperone/participant phone numbers.</i>
If tour guides are involved, what liability insurance do they carry?	<i>NA</i>
What is the estimated total cost and cost per student?	<i>Estimated cost is around \$250 per student.</i>
What is the source of funds?	<i>Students will provide their own funds and do some fundraising if necessary.</i>
How will the funds be collected and safeguarded?	<i>Funds will be collected on designated payment dates over 4 months and placed into the high school drama activity account.</i>
How will any shortfall be made up or excess funds used?	<i>Any excess funds will be used toward the student needs in the theatre program. We do not foresee any shortfall, but the theatre department would make up the difference.</i>
What provision has been made for students who are financially unable to pay any necessary costs?	<i>This trip is optional and open to all students eligible to participate. Fundraisers can be made available to use toward the trip. We will also work with students on an individual basis if the need should arise. It is a goal to help students and families have enough time to plan by announcing it before the end of the previous school year and again at the beginning of the new school year.</i>
How will you communicate to parents prior to, during, and after the trip?	<i>The festival requires emergency forms with parent contacts and health insurance information. Students will have unlimited access to parent contact through telephone, messaging, and social media outside of attending performances and workshops. Communication to parents should not be a problem.</i>

List telephone numbers at destination where group will be housed.	<i>We can send as soon as they become available.</i>
What information will be provided to the media and the community?	<i>We can send information to the communications department before or after the trip.</i>
Athletic Director approval	Approved by <i>Mike Emendorfer</i>
Principal approval	Approved by <i>Jeff Whitaker</i>
Superintendent/Designee approval	Approved by <i>Scott Vance</i> on May 15, 2025 16:37
Signature of School Board Representative	