



Proposal for OVERNIGHT or EXTENDED Student Trips

Group GLHS PAC

Proposer Position Lisa Ouellette, PAC Advisor and Director/GLHS Teacher **Destination** Stratford Festival

City Stratford **State** Ontario, CA

Proposed Departure Date September 18, 2026 **Return Date** September 19, 2026

Date by which response is needed ASAP **Proposal Date** 2.2.26

A. Purpose of Trip

- 1. What is the major place to be visited or event to be attended?** The Stratford Festival in Stratford, Ontario. Students see three professional theatre shows.
- 2. How is this trip related to the educational program of the District?** The trip provides an opportunity to see professional live theatre performances, which allows students to see the possibilities that exist in their own work.
- 3. In what ways will the students benefit?** Students benefit by seeing what is possible, bonding with their peers, and having experiences/making memories.

B. Students and Staff

- 1. How many students will be going?** 47
- 2. What staff member will be in charge?** Lisa Ouellette
- 3. What previous experience has the staff member had in conducting overnight/extended field trips?** We do this every year (this will be Lisa's 11th time chaperoning this trip for GLHS).
- 4. What other staff members will be going?** None
- 5. How many chaperones, in addition to staff members, will be going?** 10

6. Chaperone names and affiliations with the students? Cassandra DeBoer, Dave DeBoer, Renae Curtis, Kim Kimmey, Michael Holmes, Sarah Holmes, Annie Janik/Michalak, Jessica Kinkela, Alanna Brown, Krystal Pilch.

All of the above are parents of PAC students.

7. How many school days will be missed? One

8.. How will teachers be notified in advance that students will be out of school? Teachers will be sent an email and students will check in with teachers for work.

C. Itinerary

1. Where will the group be housed and fed? (list phone numbers for housing)

Best Western in Stratford - 552 Ontario Street, Stratford, Ontario - 1.519.275.2936

Students purchase their own meals.

2. What will be the mode of transportation? What liability insurance does the carrier have?

Students are transported via parent chaperones.

3. What arrangements have been made for dealing with emergency situations?

Student and staff health forms are utilized in the event of an emergency.

4. If tour guides are involved, what liability insurance do they carry? N/A

D. Finances

1. What is the estimated total cost AND cost per student? The estimated cost is about \$200 per student and around \$10,000 total for the hotel and theatre tickets.

2. What is the source of funds? Students pay their own way for the trip.

3. How will the funds be collected and safeguarded? Funds are collected through Mrs. Ouellette and submitted to the office for deposit.

4. How will any shortfall be made up or excess funds used? Any shortfall will be taken out of PAC's account.

Any excess will remain in PAC's account. The amount per student is calculated pretty carefully, so there is little of this.

5. What provision has been made for students who are financially unable to pay any necessary costs?

Students who are financially unable to pay are provided the opportunity to apply for a grant from the Fine Arts Foundation.

E. Communications

1. How will you communicate to parents prior to, during and after the trip? Prior to the trip, communication to the parents occurs through email.

<u>Lisa Ouellette</u>	<u>2.2.26</u>
Signature of the Requestor	Date

----- ☐ Trip approved ☐ Trip not approved

<u>Bobbi Jo Stoner</u>	<u>2.4.26</u>
Principal	Date

_____	_____
Board of Education	Date