



Proposal for OVERNIGHT or EXTENDED Student Trips

Group: GLVP Field Trip Program (Field Experience: Art and Technology)

Proposer: Susan Amos

Position: GLVP Field Trip Coordinator

Destination: Mackinac Island Trip **City:** Mackinaw **State:** MI

Proposed Departure Date: September 14, 2025 **Return Date:** September 17, 2025

Date by which response is needed: June 2025 **Proposal Date:** April 2025

A. Purpose of Trip

1. **What is the major place to be visited or an event to be attended?** Mackinac Island, Lighthouses, and Forts
2. **How is this trip related to the educational program of the District?** The Field Experience: Art & Technology virtual course will expose students to background knowledge about the history of Mackinac Island. The students who attend the field trip will have the opportunity for on-site, experiential learning to deepen their understanding of Mackinac Island and the Upper Peninsula.
3. **In what ways will the students benefit?** They will be learning MI History, the community history, and more

B. Students and Staff

1. **How many students will be going?** Between 20 and 30
2. **What staff member will be in charge?** Susan Amos/GLVP Field Trip Coordinator
3. **What previous experience has the staff member had in conducting overnight/extended field trips?** I have been running field trips for various organizations for most of my life. From Chimney Corners Camp in Massachusetts as their girl camp extended trip guide to a Calhoun County Nursing home. I am honored to have been offering field trips to the GLVP for over ten years.
4. **What other staff members will be going?** Michelle Jaros, Lorraine Dudash
5. **How many chaperones in addition to staff members will be going?** Every student will have a parent chaperone.
6. **Chaperone names and affiliations with the students?** The parents of the students will be the chaperones.
7. **How many school days will be missed?** 0 to 3
8. **How will teachers be notified in advance that students will be out of school?** The students will notify the teachers.

C. Itinerary

- 1. Where will the group be housed and fed? (list phone numbers for housing)** We will be staying at Mill Creek Campground. Each parent is responsible for the housing and feeding of their family.
- 2. What will be the mode of transportation? What liability insurance does the carrier have?** The parents are responsible for transportation and insurance.
- 3. What arrangements have been made for dealing with emergency situations?** Each parent carries their own insurance.
- 4. If tour guides are involved, what liability insurance do they carry?** NA

D. Finances

- 1. What is the estimated total cost AND cost per student?** The estimated cost is \$85.75/student
- 2. What is the source of funds?** Field Trip Account
- 3. How will the funds be collected and safeguarded?** NA
- 4. How will any shortfall be made up or excess funds used?** NA
- 5. What provision has been made for students who are financially unable to pay any necessary costs?**
NA

E. Communications

- 1. How will you communicate with parents prior to, during, and after the trip?** Email, text, face to face

Signature of the Requestor: Sue Amos

Date: April 2025

_____ **Trip approved** _____ **Trip not approved**

Submitted and Approved by Cindy Fadel, Partnership Director

April 2025

Board of Education

Date