



Proposal for OVERNIGHT or EXTENDED Student Trips

Group: Ryan Intermediate 5th Grade

Proposer Position: 5th Grade Teachers

Destination: Sherman Lake YMCA Outdoor Education Center, **City:** Augusta, **State:** MI

Proposed Departure Dates: May 18, 2026, and May 20, 2026

Return Date May 20, 2026, and May 22, 2026

Date by which response is needed asap **Proposal Date:** **October 20, 2025**

A. Purpose of Trip

- 1. What is the major place to be visited or event to be attended?** Sherman Lake YMCA Outdoor Education Center, 6225 North 39th Street, Augusta MI 49012 269-731-3022
- 2. How is this trip related to the educational program of the District?** The trip provides activities through the Sherman YMCA HCCR (Honesty, Caring, Respect, and Responsibility), which correlates with the Leader in Me character education program that we teach. (SEL) Social, Emotional Learning, and Team-building activities will be emphasized during the trip.
- 3. In what ways will the students benefit?** Students will learn team building concepts and interpersonal relationships skills, which will build on the 7 Habits of Happy Kids (Leader in ME.) This correlates to our Social Studies curriculum as it relates to character education.

B. Students and Staff

- 1. How many students will be going?** 250
- 2. What staff member will be in charge?** Rob Woodrow, Lori Launder, and Grace Eishen
- 3. What previous experience has the staff member had in conducting overnight/extended field trips?** 5th Grade teachers have been participating in overnight/extended field trips for the past twelve years.
- 4. What other staff members will be going?** 5th Grade Teachers
- 5. How many chaperones, in addition to staff members, will be going?** None
- 6. Chaperone names and affiliations with the students?** None

7. How many school days will be missed? Three days in the classroom; however, learning continues throughout the trip

8. How will teachers be notified in advance that students will be out of school? Teachers will be with their rostered students.

C. Itinerary

1. Where will the group be housed and fed? (list phone numbers for housing) The group will be housed and fed at the Sherman Lake YMCA at 6225 North 39th St, Augusta, MI 49012, 269-731-3022

2. What will be the mode of transportation? What liability insurance does the carrier have? Gull Lake Community Schools Transportation Department

3. What arrangements have been made for dealing with emergencies? Students' and staff health forms are utilized in the case of an emergency. A nurse will be contracted to stay on site during the trip to assist as needed.

4. If tour guides are involved, what liability insurance do they carry? The trip does not utilize specific tour guides.

D. Finances

1. What is the estimated total cost AND cost per student? The total cost of the trip is \$52,500 based on 250 students or \$210.00/student. Students will pay/raise up to \$210.00 each, and a Scholarship Fund will cover the remaining balance. PTO

2. What is the source of funds? Funds are generated through student fundraising projects, family contributions, and student scholarship opportunities. The Ryan PTO has also agreed to pay for the busing and several extra miscellaneous items for the trips, such as Camp t-shirts for all students.

3. How will the funds be collected and safeguarded? Funds are collected through eFunds online. In addition, Ryan's office staff collects and safeguards funds that come into the building by making regular deposits

4. How will any shortfall be made up or excess funds used? Excess funds will be used from the Scholarship account.

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 allowed to fundraise and will receive a partial scholarship from the Scholarship Account.

E. Communications

1. How will you communicate with parents before, during, and after the trip? Before the trip, communication to the parents occurs through classroom and building newsletters, email, the school website, parent meetings, and phone contacts. During the trip, communication will occur through phone calls.

Signature of the Requestor Date

----- Trip approved Trip not approved

Principal Date

Board of Education Date