

**POLICY 610 APPENDIX A
 ISD NO. 283, ST. LOUIS PARK PUBLIC SCHOOLS
 ST. LOUIS PARK, MINNESOTA
 PROPOSAL FOR FIELD TRIP**

An extended educational trip requires overnight accommodations for students/participants, whether during or outside the regular school year. Proposals must be fully approved before trip organizers sign any contracts with travel agencies, collect any trip related fees, or begin fundraising activities. Refer to Policy and Procedure 610 – Field Trips for guidance.

Date Submitted:	Feb 7, 2024	School:	St. Louis Park High School
District Staff:	Kon Lee		
Organization:	High School Orchestra		
Destination:	Chicago and Wisconsin Dells		
Departure Date:	May 17	Return Date:	May 20
# of Class Days Missed:	2		
# of Students Traveling:	18	# of Students not Traveling:	33
Goal or purpose of trip (value to students' educational program)			
Senior trip + Chamber Orchestra tour			
What will students learn during the trip?			
<ol style="list-style-type: none"> 1. Sites include: Architecture boat tour, Museum of Science + Industry, Field Museum, Chicago Symphony performance, 2 Community Service Performances, 2. Senior trip to celebrate students' time in orchestra from grades 5th - 12th 3. Community performances at care homes 			
How will student learning be evaluated?			
Group discussion on: <ol style="list-style-type: none"> 1. Chicago Symphony performance 2. The function and importance of music as a community service 			

Agency/Organization coordinating travel arrangements?

Performance Tours
Marc Fioravanti
763-576-6909

The orchestra has used this company for over a decade.

Transportation Plans:

Arranged by Performance Tours

Description of Trip Plan and Route:

Depart morning of Friday May 17. Head South to MN's largest candy store. Depart to Chicago and arrive the same day. Spend May 18 and part of May 19 in Chicago. Depart afternoon of May 19 to Wisconsin Dells. Stay overnight in Wisconsin Dells. Depart home May 20.

How is the trip being financed? (Include data for students, advisors, supervisors, etc.)

Fundraisers and out-of-pocket. Supervisors pay half their cost.

What is the total cost per student?

\$970

If fundraising is part of the financing, briefly describe the fund raising plans and attach a copy of the fundraising request.

We held one of our annual fundraisers in October and another one this past January. We have one more in spring yet to be submitted. We also will be accepting donations at concerts that will be going towards this trip. Our next concert is Tuesday Feb. 13.

Supervisors going on the trip: (parents, teachers, list school)

All extended education trips involving both male and female participants shall require both adult male and female chaperones

1. Miriam Edgar	7.
2. Joshua Larsd (PSI sub)	8.
3. Tim Binger (elementary orchestra)	9.
4. Kon Lee (SLPHS)	10.
5.	11.
6.	12.

Ratio of supervisors to students:

1 : 4-6

(For the purpose of supervision, the ratio of adults to students must be a minimum of 1:15)

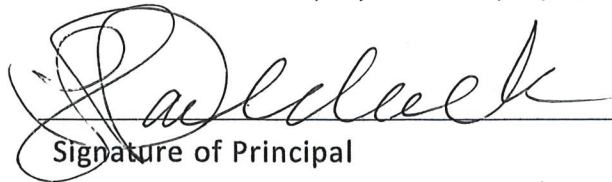
Describe plans to insure quality instruction for members of class or organization **not** going on trip (attach instructional plans, if possible)

Instructional Plans will be provided to the sub.

All extended educational trips require parent/guardian authorization. Describe steps taken to inform and involve parents and secure their approval (attach copies of information and permission documents)

Communications have been through emails and Google forms. Authorizations usually take place at our first trip meeting, that occurs after Performance tour finalise an itinerary.

I have reviewed the proposal. The proposal complies with School Board Policy 610 Field Trips.


Signature of Principal

2/13/24
Approval Date

Signature or Superintendent or Designee

Approval Date

