

L A CAÑADA HIGH SCHOOL

A California Distinguished School

A National Blue Ribbon School

Ian McFeat

9/12 Principal

Jim Cartnal

9/12 Associate Principal

Jarrett Gold

7/8 Principal

Mary Hazlett

9/12 Assistant Principal

May 17, 2016

Subject: Request for Approval of School Sponsored Activity

Dear Wendy Sinnette,

Attached please find a Request for Approval of School Sponsored Activity form and supporting documents for the 2017 LCHS trip to Yosemite National Park. This year NatureBridge will be moving its operations to its brand-new LEED-certified campus at Henness Ridge. We look forward to this new experience along with the opportunity to explore new trails, study ecologically-minded architecture, and practice environmental stewardship.

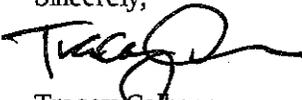
In the past two years, we have implemented new application procedures and expectations including:

- A detailed and intensive application, requiring a reflective student essay, a teacher recommendation, and clarified information regarding payment and partial refunds for withdrawal.
- A participation contract with minimum academic, attendance, disciplinary, and behavioral expectations.
- Request for parental permission to search students' bags before boarding the bus to Yosemite.
- Adjustments to the budget that allow for a parent chaperone to attend in addition to the four teacher chaperones, reducing our ratio of adults to students.
- More detailed information on the academic benefits of the NatureBridge curriculum.

These efforts have insured that students retain their focus on the academic nature of the trip and are held to the highest standards of character in representing La Canada high school. In fact, the new procedures we adopted have now become a model for the district for off-campus field trips.

We are excited every year to take La Cañada High School students to one of our nation's premier National Parks for a unique cross-curricular learning experience, and we take great pride in the fact that this trip has become part of a meaningful 40+ year local tradition. We appreciate you submitting this trip to the Governing Board for approval and look forward to sharing stories of our experience with you all when we return from the trip next spring.

Sincerely,



Tracey Calhoun

English Teacher

La Cañada High School

**LA CAÑADA UNIFIED SCHOOL DISTRICT
REQUEST FOR APPROVAL OF SCHOOL SPONSORED ACTIVITY**

TO: Superintendent
FROM: Tom Traeger and Tracey Calhoun
DATE: May 17, 2016

Activity Name and Destination: NatureBridge Yosemite

Address: PO Box 487, Yosemite, CA 95389

Date(s) of Activity: Sunday, February 19, 2017 to Friday, February 24, 2017

School(s): La Canada High School

Number of Students Attending and Grade Level or Group: 43 students, grades 9-12

Supervising Certificated Employee(s): Tom Traeger, Tracey Calhoun

How many administrators attending? 0 How many teachers attending? 4

Adult to Student Ratio: 1:9 Employee to Student Ratio: 1:11

How many substitutes? 4 How many days? 4 Charge Substitute to: Yosemite Account

Rationale for activity:

- A) Explain the educational value and relate to the instructional program or sponsoring organization and Policy 1100.

Students learn about the natural sciences, leadership skills, group dynamics, history, and culture of the Yosemite National Park area. NatureBridge field science and nature writing curriculum is developed in alignment with Common Core and Next Generation Science Standards for public instruction and supports science and English curriculum classroom lessons at La Canada High School.

- B) Explain impact on instructional time and justification for any time lost.

This trip will impact four days of instruction this year due to the fact that Monday, 2/20/17, is part of the Presidents Day Holiday. Students participating in this trip must receive advance approval for missed instructional time from each teacher and are encouraged to bring work with them to Yosemite. The students must make up any work missed while they are gone and will be given opportunities during off-trail time to work on assignments independently and with chaperone assistance. Teacher chaperones must leave meaningful lesson plans for their substitute teachers for the instructional time that is missed.

- C) Complete Itinerary: Please be specific and include detailed activity time periods for each day. (Attach additional page(s) if necessary.)

Please see attached itinerary as provided by NatureBridge Yosemite.

REQUEST FOR APPROVAL OF SCHOOL SPONSORED ACTIVITY

Destination/Date(s): NatureBridge Yosemite February 19 to 24, 2017

COMPLETE COST BREAKDOWN

Complete Cost Breakdown Per Student	Amount	Group Cost	Amount
Registration: NatureBridge Yosemite	\$ 602.12	Registration	\$ 25,891
Housing: Provided with Registration	\$ 0	Housing	\$ 0
Transportation Method: Bus	\$ 127.67	Transportation	\$ 5,490
Miscellaneous Expenses: Subs, Supplies	\$ 47.07	Miscellaneous Expenses	\$ 2,024
Meals: Provided with Registration	\$ 0	Meals	\$ 0
Total Student Cost	\$ 776.86	Total Group Cost	\$ 33,405

Source of Funds:

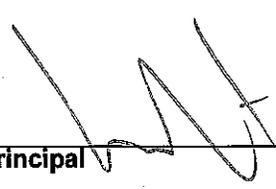
We will request Student/Parent contributions as well as scholarships from sources such as Boosters or the Principal's discretionary fund. As with years past, the Outdoor Adventure Klub (OAK) will also raise funds to defer the cost for students who cannot afford the full cost of the trip.

How is financial assistance provided to students in need:

We request a scholarship contribution from the principal's discretionary fund and/or Boosters. We will also be using funds generated by fundraising from the Outdoor Adventure Klub.

If this activity is not planned for all your students, what learning activities will be planned for the students or classes that remain in session? Please attach lesson plans.

Students who do not go on this trip will stay home and attend school. Teacher chaperones will leave substitute lesson plans with the Principal's office one week in advance of the trip. Attached are sample lesson plans from Ms. Calhoun from last year. Although we cannot exactly say where we will be in our curriculum by February, these plans reflect our best estimate of what our respective classes will be doing during the instructional days we will be away.

Approved: Principal 

6-7-16
Date

Approved: Superintendent or Designee

Date

NatureBridge Yosemite Itinerary - La Cañada High School February 19-24, 2016

Day	Time	Activity
Sunday February 19	6:00 AM	Meet in LCHS faculty parking lot for check-in and pre-departure meeting. Depart for Yosemite via TCS Bus. Lunch stop in Fresno. Bring \$.
	3:00 PM	Arrive at Curry/Half Dome Village in Yosemite Valley Check in to cabins and attend orientation.
	5:00-6:00 PM	Dinner at Curry/Half Dome Village Dining Pavilion.
	7:00-8:00 PM	Evening program: NatureBridge orientation @ Visitors Center.
	8:30-9:30 PM	Return to Curry/Half Dome Village. Shower or work on school assignments.
Monday February 20	7:00-8:00 AM	Breakfast at Curry/Half Dome Village Dining Pavilion.
	8:30 AM-4:00 PM	Meet with NatureBridge educator for orientation. Field science and hiking in Yosemite Valley.
	5:00-6:00 PM	Dinner at Curry/Half Dome Village Dining Pavilion.
	7:00-8:00 PM	Evening program: Night hike and astronomy along the Merced River.
	8:30-9:30 PM	Return to Curry/Half Dome Village; shower or work on school assignments.
Tuesday February 21	7:00 AM	Breakfast at Curry/Half Dome Village Dining Pavilion.
	8:30 AM-4:00 PM	Meet with NatureBridge educator for orientation. Field science and hiking in Yosemite Valley.
	5:00-6:00 PM	Dinner at Curry/Half Dome Village Dining Pavilion
	7:00-8:00 PM	Evening program: Ice skating in Curry/Half Dome Village! Bring \$ for rentals and s'mores.
	8:00-9:00 PM	Return to Curry/Half Dome Village. Shower or work on school assignments.
Wednesday February 22	7:00-8:00 AM	Breakfast at Curry/Half Dome Village Dining Pavilion.
	9:30 AM-4:00 PM	Check out of Curry/Half Dome Village cabins. Departure to Henness Ridge campus. (Rotation B to Merced Grove cabin) Meet with NatureBridge educator for orientation. Field science, skiing, and hiking in Henness Ridge.
	5:00-6:00 PM	Dinner at Henness Ridge dining hall.
	6:00-8:00 PM	Shower or work on school assignments.
	8:00 PM	Evening program: Hetch Hetchy debate at Henness Ridge.
Thursday February 23	7:00-8:00 AM	Breakfast at Henness Ridget dining hall.
	8:00-8:30 AM	Campus care at Henness Ridge.
	8:30 AM-4:00 PM	Field science, skiing, and hiking in Henness Ridge.
	10:00 AM	(Rotation C departs for Merced Grove cabin.)
	10:30 AM	(Rotation B returns to Henness Ridge.)
	5:00-6:00 PM	Dinner at Henness Ridge dining hall.
	6:00-8:00 PM	Shower or work on school assignments.
8:00 PM	Closing program.	
Friday February 24	8:30 AM-1:00 PM	Field science, skiing, and hiking in Henness Ridge. (½ day)
	10:30 AM	(Rotation C returns to Henness Ridge.)
	1:00 PM	All groups depart Henness Ridge for return trip to La Cañada. Dinner stop in Bakersfield. Bring \$.
	8:00 PM-9:00 PM	Bus returns to La Cañada High School.

Trip Leader Contact Info:

Tracey Calhoun (tcalhoun@lcsd.net, 818-395-3997)

Yosemite Emergency Contact #: 209-379-9414