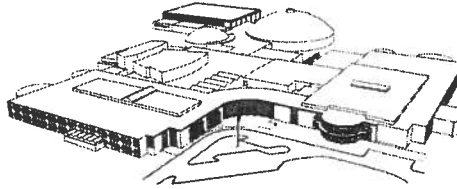


GLENBROOK SOUTH HIGH SCHOOL

Northfield Township High School District 225



4000 WEST LAKE AVENUE
GLENVIEW, IL 60026
Web: gbs.glenbrook.k12.il.us
Telephone: 847.729.2000
Fax: 847.486.4462

Office of the Principal

To: Dr. Mike Riggle

From: Brian K. Wegley

Re: GBS Yearbook Trip

Date: February 23, 2011

Attached is a travel request for Brenda Field's yearbook students who are requesting approval for a trip to the Spring National High School Journalism Convention from April 14-17 in Anaheim, California. At this conference, the prestigious Pacemaker Award is conferred. The NSPA Pacemaker Award has existed since 1927, is independent of publishing companies and has been considered by many to be student journalism's highest honor. Yearbooks are judged based upon the following criteria: writing/editing, design, content, concept, photography, art and graphics. GBS's yearbook has been named as a finalist every year since 2002 and GBS won the Pacemaker Award in 2002, 2003, 2004 and 2008.

Though we will be proud of the Pacemaker nomination if it is forthcoming in March, the main motivation behind this student trip is the conference and onsite competitions in which our editors for the yearbook will participate. I support this trip and am convinced of the value of this unique opportunity, which does meet the guidelines of student activity travel outlined in Board Policy 7230 (attached).

Although our guidelines stipulate that students will be responsible for 25% of their lodging and travel, Dr. Shellard, in consultation with me, has determined that his budget can cover a maximum of \$5000 of the total student cost. This trip includes a \$2,883 contribution from the Student Activities budget. Other student expenses are the responsibility of individual students and fundraising efforts by these organizations.

I support this valuable experience. Please let me know if you need anything further.

GLENBROOK HIGH SCHOOLS

Travel Requests Requiring Board of Education Approval

I. School GBN _____ GBS X GBE _____ GBOC _____ District _____

II. Initiator BRENDA FIELD Phone x4670

Position YEARBOOK SPONSOR Date of Submission 2/22/11

III. Dates and Times of Leave/Return

Total Number of School Days Missed per Person 1

Departure Date/Time 4/14 - 3:30pm. Return Date/Time 4/17/11 - P.M.

IV. Name of Individuals Participating in Tour: (Attach list if necessary.)

Teachers and Staff BRENDA FIELD + ADD. SHAPERONE

Students 15 Students

V. Description, Destination, and Reason for Trip

SEA/NSPA Spring National H.S. Journalism Convention, Anaheim, CA. - workshops and seminars increase student journalistic knowledge

VI. Cost of Trip

Was this trip included in your Dept. _____ Bldg. ✓ District _____ Budget?

	Total Amount	Per Person	Account #
Registration			
Lodging			
Meals (Advance)			
Judging		N/A	
Substitute Teacher		N/A	
Transportation			
Air			
Bus/Car			
District Total		N/A	N/A
Cost to Student			N/A

VII. Approval

[Signature] [Signature] _____

Supervisor Principal Superintendant

2/22/11 2/23/2011 _____

Date Date Date

Reminder: No purchases or expenses prior to Board of Education approval.

Form approved by Board of Education 12/15/97.

Request for Travel - National

Cost for Staff

Total Number of Staff

2

	Per Person	Total (Cost times # of staff)	Account #
Registration	\$85.00	\$170.00	382332
Food	\$32.00	\$192.00	382332
Transportation			
Air	\$349.00	\$698.00	3317
Bus/Car			
Lodging (for 3 nights)	\$199.00	\$1,194.00	382332
Substitute	\$100.00	\$200.00	SUB
Total		\$2,454.00	

Meals for Staff	
Breakfast	\$4.00
Lunch	\$8.00
Dinner	\$20.00
Cost per Day	\$32.00

Cost for Students

Total Number of Students

15

	Per Student	Total
Transportation		
Air	\$349.00	\$5,235.00
Bus/Car		
Lodging (for 3 nights)	\$199.00	\$2,985.00
Total		\$8,220.00

Cost of Registrations, etc.

	Per Student	Total (Cost times # of students)
Registration	\$85.00	\$1,275.00

As Per October 6, 2009 GBS Memo

Students	Per Student	Total	Account #
Total Cost		\$9,495.00	
Student Activities Contribution		\$2,883.00	382332
Total Cost to Student	\$440.80	\$6,612.00	Students

Note: The minimum students could contribute as per board policy is \$2,396.25.

Summary of Costs

Total Cost for Students and Staff	\$11,949.00
Total Cost for Students and Staff Funded by District	\$5,337.00
Total Cost Funded by Students	\$6,612.00

Key facts at a glance

Registration rates

JEA and NSPA members:

\$85 per delegate on or before March 24

\$95 per delegate postmarked March 25 and later

Nonmember students and advisers:

\$105 per delegate on or before March 24

\$115 per delegate postmarked March 25 and later

Nonmember professionals (non advisers):

\$150 per delegate

Register Online

Registering for the convention online is the easiest, fastest and best way to ensure a smooth on-site check-in. Go to register.studentpress.org/anaheim2011 to submit your convention registration online.

Hotel Rates

The Anaheim Marriott is the convention headquarters, where the rooms are \$179 for single or double occupancy and \$199 for triple or quad occupancy. All rates are subject to a 15% tax plus \$1.73 per room per night. See full hotel reservation information on Page 23.

Convention Planning Tips

Carefully read all of the information contained in this booklet prior to submitting any forms. Note that all forms in this booklet are not sent to the same place, nor are all fees paid with a single check. There's a list at left of all the forms you'll be submitting, with correct addresses. Because of the labor involved in processing and preparing materials, not all deadlines are the same. Photocopy or print out completed forms and bring them with you to the convention. In some cases, you may need a separate form for each student registering for a program or contest.

Make hotel reservations far in advance of published deadlines to ensure room availability. Online reservation links will be posted online at studentpressblogs.org/anaheim2011.

Important points:

- **If you do not receive a registration confirmation** at the e-mail address provided during registration within two weeks after you send materials to NSPA, or to correct any misinformation, call 612-625-1857 or e-mail register@studentpress.org. Convention materials (lists, tickets, name badges, etc.) are produced from the information detailed on the confirmation.
- **Do not mail registration materials to NSPA after April 4, 2011.** Online registrations (see above) are accepted through Monday, April 11. After these dates, you may register on-site at the convention registration desk.
- **Registration fees do not include meals, transportation or other incidentals.**
- **Registrations must be accompanied by check or school purchase order for full amount.** Plan carefully. Absolutely no refunds of prepaid fees will be issued. No direct billing will be done unless a purchase order is submitted along with your registration form. In order to register at the member rate, staffs and advisers must be members of either JEA or NSPA.
- **Advisers/chaperones should read and discuss all convention rules with students.** All students attending the convention must have permission from parents or legal guardians. Students attending the convention are the responsibility of the adviser/chaperone, and not JEA, NSPA or the hotel.

Keynote speakers



Steve Lopez

Thursday, April 14
7:30 p.m.

Columnist Steve Lopez joined the staff of the Los Angeles Times in 2001 after four years at Time Inc., where he wrote for Time, Sports Illustrated, Life and Entertainment Weekly.

Prior to Time Inc., Lopez was a columnist at the Philadelphia Inquirer, the San Jose Mercury News and the Oakland Tribune. His work has won numerous national journalism awards for column writing and magazine reporting. Lopez has won more than a dozen national journalism awards and is in the National Society of Newspaper Columnists Hall of Fame.

Lopez is the author of three novels and a book of nonfiction, "The Soloist: A Lost Dream, An Unlikely Friendship, and the Redemptive Power of Music." The 2008 book is based on columns Lopez wrote for The Times about his friendship with a downtown Los Angeles musician. A film version was released in 2009.



Lisa Ling Laura Ling

Friday, April 15
1 p.m.

Lisa Ling is the co-executive producer and host of "Our America"

on the Oprah Winfrey Network. She is also a field correspondent for "The Oprah Winfrey Show" and contributor to ABC News' "Nightline," reporting from dozens of countries. She was the first female host of National Geographic's flagship show "Explorer."

She got her start in journalism as a correspondent for "Channel One News," where she covered the civil war in Afghanistan at age 21. She later went to become a co-host of daytime TV's "The View," which won its first daytime Emmy during her time at the show.

Laura Ling is the host and reporter on "E! Investigates," a documentary series on the E! Network, which explores topics such as teen suicide and the challenges faced by military spouses. Prior to joining the E! Network Ling served as vice president of Current TV's journalism department and created Current's weekly investigative documentary series, "Vanguard." Ling also worked as a correspondent reporting on crucial issues from around the world.

In March 2009, while reporting on the trafficking of North Korean women, Ling was detained by North Korean soldiers along the Chinese-North Korean border. She and colleague Euna Lee were arrested and held captive in North Korea for 140 days before being granted a special pardon and returning to the United States.

Lisa and Laura Ling are co-authors of "Somewhere Inside: One Sister's Captivity in North Korea and The Other's Fight to Bring Her Home," the story of Laura Ling's capture by the North Koreans in March 2009, and the efforts of her sister, Lisa Ling, to secure Laura's release by former President Bill Clinton.



Learning seminars & scheduling

Tentative Schedule

Thursday, April 14

8:30 am-5 pm	Pre-convention workshops
8:30 am-3 pm	JEA Board Meeting
1-7 pm	Convention Check-in On-site Registration Exhibit Hall Open Best of Show Desk Open Write-off Desk Open
6:45 pm	First-Time Attendee Orientation
7:30-9 pm	Keynote Speaker
9:30-11 pm	Reception for New Advisers and First-Time Attendees
Midnight	Convention Curfew

Friday, April 15

7:15 am	JEA Meet, Greet and Eat
7:30 am-1 pm	On-Site Critique Desk Open
8 am	JEA General Info Meeting
8 am	Write-off Broadcast Meeting
8 am-3 pm	Write-off Desk Open
8 am-4 pm	On-Site Critiques
8 am-5 pm	Convention Check-in On-site Registration Best of Show Desk Open Exhibit Hall Open JEA Bookstore Open Adviser Hospitality Open
9 am	Breakout Sessions Begin
9-11 am	College Connection
11 am-1 pm	Adviser Luncheon
1-2:20 pm	Keynote Speaker
2:45 pm	Write-off Moderators' Meeting
3:30-6 pm	CJE/MJE Testing
4-6 pm	Write-off Contests
4 pm	NSPA Best of Show Deadline
6 pm	Write-off Judging and Dinner
8-10 pm	Student Swap Shops
8:30-11 pm	Adviser Reception and Auction
9-11:30 pm	Student Dance
Midnight	Convention Curfew

Saturday, April 16

8 am	Breakout Sessions Begin
8 am-Noon	Adviser Hospitality
8 am-2 pm	Registration/Check-in
8 am-2:30 pm	On-Site Critiques
8 am-3 pm	JEA Bookstore Open
9 am	Adviser Swap Shops
Noon-2:20 pm	Adviser Awards Luncheon
3:30-5 pm	NSPA Awards Ceremony (Includes Best of Show and Pacemakers)
9-11:30 pm	Student Film Festival
Midnight	Convention Curfew

Sunday, April 17

8:30-11:30 am	Closing Ceremony/JEA Awards (Includes Write-off, High School Journalist of the Year and Investigative Reporting, Aspiring Young Journalist and Cornerstone awards)
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Pre-convention Workshops

Thursday, April 14

Preregistration is required for these workshops and delegates are placed on a first-come, first-served basis, with a limited number of students per school, per workshop. **To ensure all workshops are filled on a first-come, first-served basis, only those who register online will be able to sign up for pre-convention workshops.** Workshops will be marked as full on the online registration form once the workshop limits are reached. See page 28 for more information on registering online. Look in the online program booklet in late March for room assignments for these workshops.

Photoshop for Beginners • \$25

Taught by Mark Murray, Arlington (Texas) Independent School District, participants will learn to use Adobe Photoshop in this daylong session from 8:30 a.m.-5 p.m. Thursday. The Macintosh computers for the lab are provided by Walsworth Publishing Co. Limit of two registrants per school. Students are given priority over adviser delegates for this course. Cost is \$25. Capacity of 34.

Writers' Workshop • \$25

If you're looking for ways to sharpen and brighten your writing so others will be clamoring to read it, this 8:30 a.m.-5 p.m., interactive seminar is for you. Taught by Dan Austin, this pre-convention seminar will entertain and inspire as well as give you a chance to analyze excellent writing and apply what you learn to your own work.

You'll discuss leads, voice, narrative style, the use of literary devices to tighten and strengthen your writing. Cost is \$25. Capacity of 50.

National Journalism PLC Workshop • \$25

It's difficult for journalism teachers and advisers to find a fit in building-level Professional Learning Communities if they are the only journalism teacher in the school. This day-long workshop, running from 8:30 a.m.-4 p.m., will provide a first-time productive PLC experience for participants. Advisers can join with other journalism professionals to create working PLCs using a national journalism PLC (NJPLC) model. Advisers who participate can come as a group, join with other participants to create a PLC on site or simply learn about the NJPLC model and take that knowledge home to create their own group. Taught by Jim Streisel, MJE, of Carmel (Ind.) High School, Paul Restivo, CJE, of Johnson County (Kan.) Community College, and Karen Barrett, MJE, of Wheeling (Ill.) High School, participants are certain to walk away knowing there are others who share the same challenges and opportunities. Cost is \$25. Capacity of 24.

Leadership Seminar • \$25

Designed for publications editors, this 8:30 a.m.-5 p.m. seminar will show participants more ways to effectively lead the way with their publications staffs. Edi-

tors will work with Sarah Nichols, MJE, of Whitney High School, Rocklin, Calif., to better understand their team and how to help individual members work together to solve problems and manage time. They will also discuss self-assessment, people interaction, project planning, project management, goal setting, teamwork and motivation. Advisers are welcome to attend but will be expected to participate. Limit two per school. Those attending should be current editors. Cost is \$25. Capacity of 45.

Redesign Seminar • \$25

Students in this intensive design seminar will work from 8:30 a.m.-5 p.m. studying advanced packaging techniques, grid design, typography and infographics, led by Pete LeBlanc of Antelope (Calif.) High School. Laptop computers with InDesign are encouraged. Students should also bring some of their favorite magazines as well as supplies such as scissors, pencils, glue sticks, etc. Students are also encouraged to bring their own publications to share and critique. Cost is \$25. Capacity of 50.

Team Storytelling • \$30

Great storytelling combines good writing, good photos and good design. Behind it all is good planning. In this team-based reporting experience, students will work in groups of three to create real story packages. The workshop runs 8:30 a.m.-5 p.m. and begins with instruction on planning packages with readers in mind, and then the students will go off-site to gather stories. Students will come back to the convention site to finish their packages. Schools should register students in teams of three, preferably a writer, designer and photographer, though certainly the students can each practice all these skills. At least one student needs InDesign skills, as the students will design their packages. Students will need to bring any equipment they might need (cameras, laptops, card readers, etc.). Students can create content for print, broadcast or web, and the workshop is recommended for experienced student journalists. An off-site permission slip, available in this registration booklet on page 22, is required for each student attending this workshop. Cost is \$30. Capacity of 54.

Digital Photography Workshop • \$30

Designed for photographers who have at least one year's experience shooting for their publications, this 8:30 a.m.-5 p.m. intensive workshop will cover composition, lighting, cropping and camera technique. Participants will receive instruction and go out on assignment with visual journalist Andy Nelson, who has covered stories around the world for the Christian Science Monitor, Getty Images and other news media. Following the photo shoot Nelson and other area professional photographers will critique students' work and offer editing tips and techniques. Participants must bring a digital camera, and they are encouraged to bring a laptop computer with the photo-editing program

continued on page 10

Coming to the convention? Get involved!

If you plan to attend the JEA/NSPA convention, consider getting involved by speaking, judging Write-off or Best of Show competitions, or critiquing yearbooks, newspapers, video or magazines. Pick an area that interests you and contact us.

Most **Write-off** contests take place on Friday afternoon, and the judging occurs on Friday evening. To sign up to judge Write-offs, contact Steve Slagle at sgshslagle@yahoo.com

Those interested in judging **Best of Show** should contact Kathy Huting, NSPA, at 612-625-4337 or kathy@studentpress.org. Best of Show judges may not have students in attendance at the convention.

If you are an experienced adviser, you can help with **On-site critiques**. You'll receive copies of a newspaper, yearbook, magazine or video in advance of the convention. At the convention you will meet with the staff of the publication and provide constructive criticism of its work. To help with critiques, contact Diane Honda at dhonda1@me.com.

There may be times still available for **session speakers**. If you are interested in presenting a session, fill out the form on the JEA website at www.jea.org/workshops/volunteer.html, or e-mail Connie Fulkerson at jea@spub.k-state.edu.

Featured Speakers



Lalo Alcaraz is perhaps the most prolific Chicano artist in the nation. He is the creator of the first nationally syndicated, politically themed Latino daily comic strip, "La Cucaracha," which is syndicated by Universal Uclick to more than 100 newspapers, including the Los Angeles Times. Lalo produced editorial cartoons for the LA Weekly from 1992-2010

and now creates editorial cartoons in English and Spanish for Universal. Lalo's books include "Latino USA: A Cartoon History," and "Migra Mouse: Political Cartoons On Immigration." Alcaraz also authored the first collection of his daily comic strips, "La Cucaracha." Alcaraz is the co-host of KPFK Radio's satirical talk show, "The Pocho Hour of Power," heard Fridays at 4 p.m. in L.A. on 90.7 FM. Alcaraz was born in San Diego and grew up on the US/Mexico border.



Eric Best is the author of "Into My Father's Wake" about his 5,000-mile solo sail from San Francisco to Hawaii. His 20-year newspaper career included the Lowell Sun, the Stockton California Record, USA Today and the San Francisco Examiner. He won a 1983 Nieman Fellowship at Harvard University, where he studied the nature of capitalism and

economic behaviors. His is also the author of a children's book, "The Deep."



Currently the NFL editor for Yahoo! Sports, **James C. Black** has been involved in journalism for nearly 25 years. He served as writer/editor for his high school newspaper, Fremont High's Green & Gold, in Oakland, Calif. He earned a B.A. from San Francisco State University, and covered athletics for the Golden Gater newspaper. After graduat-

ing from college and interning at Sports Illustrated, Black helped cover high school and college sports for Newsday (N.Y.), Roanoke Times (Va.), News & Record (Greensboro, N.C.) and The Virginian-Pilot (Norfolk, Va.) for five years. Black has spent 12 years handling the NFL, mostly coordinating coverage and updating Web pages. In that time, he's covered nine Super Bowls, three Pro Bowls and 10 NFL drafts. He's helped build readership for the Internet's two most popular sports destinations: ESPN.com and Yahoo! Sports.



David Blumenkrantz is as an associate professor of photojournalism and visual communication at California State University, Northridge. A photographer, videographer and writer, he holds an M.F.A. in visual communication, an M.A. in art education and a B.A. in journalism. He spent eight years in Africa working as a photojournalist and documentarist.



John Cádiz Klemack is a general assignment reporter for "Today in LA," KNBC's early morning newscast airing from 5-7 a.m. and the "Midday Report" at 11 a.m. He joined the news team in January 2008. Prior to joining KNBC, Klemack spent four years as a reporter and anchor for a FOX Affiliate in Salt Lake City.

While there he covered some the biggest stories in the Intermountain West—from the Elizabeth Smart kidnapping to the arrest and prosecution of polygamist sect leader Warren Jeffs. Klemack has been honored with a number of awards, including a local Emmy award for producing.



Wendy Carrillo is a multimedia broadcast journalist with a passion for story-telling. Every Sunday morning at 6 a.m., you can hear Wendy on Los Angeles radio station Power 106 discussing issues that matter most to the community. In 2009, Wendy won the coveted Elfen Award for Social Justice in Poverty for a short film on Homeboy Industries as an

organization with solutions to end gang violence and inspire hope. She is a contributing writer to The Huffington Post and Global Grind. In 2010, Carrillo was recognized as "Woman of the Year" by California State Sen. Gloria Romero. Carrillo graduated from Roosevelt High School and has a master's degree in specialized journalism from the University of Southern California.



Rich Connell is a veteran investigative and multimedia reporter with the Los Angeles Times. In his nearly 40 years as a journalist, he's covered everything from local political corruption to post-9/11 terrorism and international street gangs. His work has been recognized with numerous awards, including the Goldsmith Prize for Investigative Reporting;

Investigative Reporters & Editors awards; Los Angeles Times awards for multimedia reporting and investigative projects; as well as a California Newspaper Publisher's Association feature writing prize.



Marc Cooper is an award-winning journalist and author who has reported from across the country and around the world for four decades. His articles, essays and interviews have appeared in scores of publications ranging from

The Atlantic, The New Yorker and Harper's to Rolling Stone, Playboy and the L.A. Weekly. He is a former senior editor of The Huffington Post and is a contributing editor of The Nation magazine. The author of three nonfiction books, including the L.A. Times best-seller "Pinochet and Me," Cooper is an associate professor of professional practice and director of Annenberg Digital News at the USC Annenberg School for Journalism and Communication.



Paloma Esquivel is a reporter for the Los Angeles Times, where until recently she covered crime and courts in Orange County. Most recently she helped cover municipal scandals in the Los Angeles County city of Bell. Before coming to The Times she was a

freelance writer who published stories in Colorlines, Thenation.com and La Prensa in Riverside, Calif.



Michael Fleeman is the West Coast editor of People.com, the world's largest entertainment news website with 14 million unique visitors and nearly 1 billion page views monthly. Fleeman was a staff reporter for 13 years with the Associated Press before

moving to People Weekly in 1999 as a staff correspondent. In 2007, he began overseeing the magazine website's Los Angeles operations as well as coordinating video coverage for People TV. Fleeman has covered the Oscars, Emmys, Golden Globes, SAG Awards and Grammys, the annual Television Critics Association meeting and the film festivals in Sundance, Toronto and Palm Springs. A former cops and courts reporter, Fleeman is also a bestselling author of true-crime books, with two more titles coming out in 2011.



Sid Garcia is a longtime general assignment reporter for KABC-TV. He was raised in Southern California. He graduated with a B.A. in journalism from California State University, Long Beach. He has been a member of the California Chicano

News Media Association for more than 20 years and is a member of its board of directors. He is also a member of the National Association of Hispanic Journalists.



Sara Harris is host and senior producer of "Hear in the City," a local environment, arts and education radio magazine on 90.7 FM, in Los Angeles. Harris has more than a decade of experience as an audio artist and radio journalist reporting from

California and Mexico. Her work focuses on immigrant communities, urban geography, land use and environmental justice. Harris's radio stories have been featured on "Marketplace," "All Things Considered," "Morning Edition," "Studio 360," "Living on Earth," BBC's "The World," and Mexico's IMER national network. Harris founded the AudioPostales cross-border radio project with youth in Mexico and the U.S. She continues to develop community journalism and to teach radio and multimedia journalism to youth.



Emmy Award-winning documentary filmmaker **Martin Kent** is the son of Polish Holocaust survivors, but he never knew their story. Then in 1999 he made a documentary on Oskar Schindler. That opened up a dialogue with his parents. Two years later, he traveled

with his father, Jack, to Poland. There he learned that his father, who is Catholic, put his life on the line 70 years ago and saved the filmmaker's Jewish mother, Roza, who was on the run after the Nazis had massacred more than 6,000 Jews in her town. When Israeli officials learned of this story, they subsequently awarded Jack Kent the very same medal of heroism as Oskar Schindler. "Years Later We Would Remember" — the documentary, the book, the website and public presentations — aim to promote tolerance in a compelling and entertaining way.



Robert Lopez is an award-winning investigative reporter and multimedia journalist at the Los Angeles Times. In his 18 years at The Times, he has covered issues involving crime, corruption and immigration across the United States and in Mexico and Central

America. He is the evening/nighttime blogger for L.A. Now, The Times' breaking-news blog.



Bill Plaschke is a sports columnist at the Los Angeles Times. In more than 21 years with the Times, Plaschke has been named National Sports Columnist of the Year by Associated Press, been a Pulitzer Prize entrant, and been featured in several

editions of the annual "Best American Sports Writing" book. He has also published a collection of his columns entitled, "Plaschke: Good Sports, Spoil Sports, Foul Balls and Odd Balls." Plaschke is also a regular panelist on the ESPN daily talk show, "Around The Horn" and made his film debut with three lines in the Will Smith movie, "Ali." In what some more cynical colleagues considered a stretch, Plaschke played the part of a sportswriter.



Robert Scheer, editor-in-chief of Truthdig, has built a reputation for strong social and political writing during his 30 years as a journalist. His columns appear in newspapers across the country, and his in-depth interviews have made headlines. Scheer can

be heard on the political radio program "Left, Right and Center" on KCRW, the National Public Radio affiliate in Santa Monica, Calif. He is a clinical professor of communications at the University of Southern California's Annenberg School for Communication and Journalism. Scheer has written nine books, the latest of which is "The Great American Stickup: How Reagan Republicans and Clinton Democrats Enriched Wall Street While Mugging Main Street," released in September.



Natasha Vargas-Cooper is the author of "Mad Men Unbuttoned," a companion book to the "Mad Men" TV series. After graduating UCLA she worked as a union organizer for several years then made the switch to journalism. She has been published

online and in print by the Wall Street Journal, New York Magazine, Interview Magazine, Gawker, Daily Beast and the Awl.

Glenbrook High School District #225

BOARD POLICY: STUDENT TRIPS

7230

Page 1 of 3 pages

Section A - Introduction

The Board of Education believes that structured learning should not be limited to the classroom. Valuable experiences for Glenbrook students exist within and outside the boundaries of District #225. The Board also realizes that additional responsibilities arise whenever students are taken from the school premises. Staff, parents, and students should be aware of these responsibilities and the necessity for reasonable administrative procedures. The physical welfare of our students and staff must always be paramount in our considerations. It shall be the policy of this Board of Education to maintain insurance for the liability of the district, its board members, its employees, and authorized volunteers as a result of student injury, property loss and general liability coverage on student trips. It shall also be the Board's policy to encourage the maintenance of adequate personal automobile liability and medical insurance by our staff members.

Section B – Definition of Student Trips

A student trip shall be considered to be a school-sponsored activity away from the school premises usually falling within two major areas.

1. Instructional Field Trips and Extended Classroom:

Instructional field trips provide experiences out of the classroom that are normally carried on during regular class hours and are related to the planned curriculum. In some instances pre- and post-school hours may be utilized.

- a. A field trip implements and/or augments group classroom instruction. Transportation for field trips is restricted by The School Code to Illinois or adjacent states.
- b. An "extended classroom" allows individual students to pursue their studies in various work-related, volunteer, or observation activities outside the classroom.

BOARD POLICY: STUDENT TRIPS

7230

Page 2 of 3 pages

2. Student Activity Trips:

Student activity trips are connected with regularly sponsored in school or post-school programs and may include but not be limited to the following:

- a. An activity trip as part of an extracurricular activity
- b. A contest (or practice for a contest) between students representing Glenbrook and another secondary school, or between participants in intramural sports (contestants, cheerleaders, marching band, etc.)
- c. A performance or exhibition displaying special talent by an individual or group of students (e.g., band, chorus, etc.)
- d. A convention or workshop in which an individual or group of students representing Glenbrook participate (e.g., student council convention or workshop)

Section C – General Parameters

1. All student trips must be approved by and will be subject to the procedures set forth by the school principal or the designated representative.
2. Recommendation of the principal and approval of the superintendent shall be required for all overnight student trips. Recommendation of the principal and the superintendent and approval of the Board shall be required for all student trips conducted outside the State of Illinois or adjacent states.
3. Funding for student trips shall be in accordance with the guidelines adopted by the Board.
4. No student shall be penalized for non-participation in a class field trip. No student shall be penalized for participation in a class field trip or student activity trip.
5. Reasonable administrative care should be taken to ensure safety and orderly behavior on all student trips. Staff members shall accompany all field trips except “extended classroom” trips.
6. All Board and school policies, procedures and regulations regarding student conduct apply for students on student trips.

BOARD POLICY: STUDENT TRIPS

7230

Page 3 of 3 pages

7. Transportation on all student trips should be by district-owned vehicles or by commercial vehicles, whenever practical. Occasionally, because of a limited number of participating students, private transportation is permissible when approved by the principal or the designated representative. In these instances, travel may be by private automobile, if the driver is a Glenbrook staff member, parent, or student.
8. Students participating in student trips must travel to and from the trip's destination in the school-sponsored mode of transportation unless an exception for good cause is made by the trip's sponsor for the student to be transported by the student, his/her parent or guardian.
9. The Parental Permission Slip and Field Trip Request Application, as specified in the procedures to this policy, shall be used in complying with this policy.

Source: School Code; Section 10-20.19
10-22.22,
10-22.29b
29-3.1

Revised: February 6, 1978
Revised: September 10, 1984
Revised: October 28, 1996
Revised: May 29, 2001
Revised: July 10, 2006