

25 Alumni Drive
Dover, NH 03820
02/08/2022

Dear Dr. Harbron and School Board Members:

I am writing this letter to obtain preliminary and final approval for a student camping trip to Camp Centerstage in Livermore, ME. Since I have been working at Dover High School, I have led eleven safe, successful trips to Europe, two weekends in New York City and seven camping trips. I have enjoyed these unique opportunities to bond with my students and to expose them to the world beyond Dover, NH.

The educational value of this trip goes beyond exposing them to art. We *will* visit two art museums on this venture. However, I believe the special connection that happens on our camping trips is unique. Magic happens when cooking together to provide food for each other, hiking up to a breath-taking spot, with a 360-degree view; or sharing secrets around the campfire.

The trip I am considering for April 2022 will focus mainly on bonding activities and creating site specific work that we will leave behind at Camp Centerstage. We will visit the Bates College Museum of Art. It boasts an impressive permanent collection and will be showcasing the senior thesis show when we are there. We are also considering Bowdoin College Museum of Art. This museum is one of the oldest university galleries in the country. There are more than 20,000 paintings and sculptures on display; including works by Mary Cassatt, Andrew Wyeth and Winslow Homer.

I am proposing that we leave on Friday, April 15, 2020, at 12:00 noon. The students and teachers involved in the trip would be required to miss one half-day of school. That would get us to the cabins before dark and give us plenty of time to settle in. There will be one adult for every four students traveling. The cost being charged the students will be \$100.00. This will include transportation, lodging and food. The art club has already held their annual Film Festival that will help offset the cost of the trip. I will drive the bus, which also contributes to lowering the cost.

I have done my best to provide you with any information you might need to approve this trip. Please contact me if there is anything else you require. You can call me at work at 516-6965, at home at 953-4810 or email me at francine.kontos@dover.k12.nh.us.

Sincerely,



Francine Kontos
Art Teacher
World Arts Club Advisor
Dover High School

Itinerary for World Arts Club Camping Trip
Friday, April 15, 2022

April 15, 16 and 17, 2022

12:00pm	Meet at Dover High School parking lot. Load cars and leave.
1:00pm	Bathroom break and snacks.
3:00pm	Arrive at Camp Centerstage and set up camp.
4:00pm	Hike
6:00pm	Community meal
8:30pm	Campfire
11:30pm	Cabin check.

Saturday, April 16, 2022

9:00am	Breakfast.
10:00am	Depart for Bates College Art Museum
10:30	Arrive and visit Bates College Art Museum
12:30pm-1:30pm	Lunch
1:30pm	Leave Lewiston
2:00pm	Return to camp and create site specific work
6:00pm	Community dinner.
8:30pm	Campfire
11:30pm	Cabin check.

Sunday, April 17, 2022

7:30-9:00am	Breakfast and break down camp.
9:00am	Head for home.
10:30	Bathroom break and snacks.
12:00 noon	Arrive back at Dover High School.

02/08/2022

Dear Art Club Parent/Guardian:

Every year the art club offers a travel experience to it's members. This year we will be camping at the Camp Centerstage in Livermore, Maine. This trip will provide an unique opportunity for the art club students to connect with each other and to expose them to the world beyond Dover, NH.

This trip will focus mainly on bonding activities and creating site specific work that we will leave behind at Camp Centerstage. We will visit the Bates College Museum of Art. It boasts an impressive permanent collection and will be showcasing the senior thesis show when we are there. We are also considering Bowdoin College Museum of Art. This museum is one of the oldest university galleries in the country. There are more than 20,000 paintings and sculptures on display; including works by Mary Cassatt, Andrew Wyeth and Winslow Homer.

Of course, being a camping trip, it also includes campfires, cooking together and a hike to some beautiful spots in the area. We will be leaving on Friday, April 17, 2020, at 12:00 noon. The students will be required to miss one half-day of school. That would get us to the cabins before dark and give us plenty of time to settle in. There will be one adult for every four students traveling. The cost being charged the students will be \$100 per student. The cost includes transportation (I will be driving the bus), food and lodging.

I hope you will consider sending your student on this unique trip in the spring. Please contact me if you have any questions. You can call me at 516-6965 or email me at francine.kontos@dover.k12.nh.us.

Sincerely,



Francine Kontos
Art Teacher
World Arts Club Advisor
Dover High School

Payment Schedule:

ASAP:

1. Permission Slip
2. \$50.00 to hold your spot

Friday, March 25, 2022

1. Health Form and Contract
2. \$50.00

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EXTENDED TRAVEL

School funded overnight trips as well as clubs and other school approved organizations that engage in overnight, in-state activities are exempt from this policy but must comply with policy IJOA.

Foreign or domestic overnight travel with significant educational value is permitted following approval of the Building Principal, Superintendent, and School Board.

Approval by the School Board shall consist of preliminary approval (permission to plan and to commit funds) and final approval (permission to proceed). Except to determine interest/feasibility, no substantive discussions of foreign travel can be conducted with students until preliminary approval is granted by the School Board. Requests for final approval should be scheduled for the regular School Board meeting approximately one month prior to departure. The School Board may rescind final approval in the event the government issues a travel advisory for any areas on the itinerary or if the safety and well-being of the students may be jeopardized by acts of terrorism or government instability.

Overnight trips shall, to the extent possible, be scheduled during school vacation periods. If the trip extends into the school days, a waiver request must be approved by the superintendent and the School Board.

Costs of such trips shall be the responsibility of the participating students and their parent/guardian. The sponsoring organization is required to arrange fundraising opportunities to minimize the financial burden to participants and to ensure availability of financial assistance to those students otherwise qualifying, but for whom the economic strain is too severe.

Requests for preliminary approval submitted to the School Board shall include:

1. Statements of the educational value of the proposed extended travel and the relationship to current program or course offerings.
2. If a travel agency is utilized, evidence of a performance bond or other security for deposits from the agency is required.
3. Inclusive dates of trip.
4. General itinerary.
5. Cost per student.
6. Statement of academic eligibility or other limiting rules of participation established by the trip director.
7. Permission forms to be reviewed with and signed by parents.
8. Statement of source and nature of insurance coverage.
9. Decision and opinion of the Principal and Superintendent.
10. Release from duty of any staff member by the Superintendent.

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11. Financial benefit to trip leader and chaperones must be disclosed (e.g.: plane fare, accommodations, future awards or credits for travel, bonus points, cash or gift awards, etc.)

12. Cost to the District.

Requests for final approval submitted to the School Board shall include:

1. Adult/Student ratio.

2. Confirmation permission forms, student code of conduct contract which will include Standards for Behavior, and telephone contact notification submitted to the principal.

Additionally, a list of all students and chaperones will be submitted to the school and superintendent's office. All chaperones must complete a criminal background check at least one month prior to departure. Only adults assigned as chaperones are permitted to travel with the students.

A copy of this policy and release shall be provided to students and parents along with materials distributed on extended trips. Students and parents are to be advised that baggage may be searched by chaperones or advisors prior to departure and at any time during the trip.

Administrative Guidelines on Alcohol, Drugs, and Body Art – Standards of Behavior:

1. Students will not consume, purchase, or ship to home, alcohol while on a school sanctioned trip

2. Students will not consume, purchase, or ship to home, drugs while on a school sanctioned trip

3. Students will not purchase body art or piercing services while on a school sanctioned trip

4. Adult chaperones on all trips will adhere to the same standards of behavior as defined for student participants

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PERMISSION/RELEASE STATEMENTS FOR FOREIGN OR EXTENDED TRAVEL

The undersigned _____,
 hereby grants permission for _____ to travel to
 _____ with _____ as chaperones, as part
 of a Dover School District extended travel program. The scheduled departure date is
 _____ and the scheduled return date is _____.

1. The undersigned hereby agrees to indemnify and save harmless the Dover School District, its officials and agents, from any act, default, injury (including death), loss, expense, damage, deviation, delay, curtailment, or inconvenience caused to or suffered by any person, or their property, howsoever arising, which may occur or be incurred by any organization or person, even though such act, default, injury, loss, expense, damage, deviation, delay, curtailment, or inconvenience may have been caused or contributed to by the actions, negligence or default of the chaperones and/or the Dover School District, its officials or agents.
2. The parent/guardian and student acknowledge that they and their personal property, to include baggage, are at all times solely at their own risk. The district strongly recommends the students be adequately insured in respect to illness, injury, or death for the duration of the trip and to insure fully against loss, or damage to their property. The chaperones or the Dover School District shall not, in any circumstances whatever, be liable in respect of any personal injury, illness, or death or in respect of any damage to or loss of property even if the same arises from their negligent actions. The undersigned will accept the authority and decisions of the chaperones during the trip.
3. The chaperones are authorized by the signers of this document to arrange for any medical services deemed appropriate for the student named above by medical personnel while on the trip.
4. It is also agreed that the District reserves the right to remove a student from this program for failure to maintain program standards or if it deems his or her acts of conduct detrimental to or incompatible with the interest of the program. If a student's participation is terminated, only the funds not actually used will be returned and he or she will be sent home at the parent(s)/guardian or student's expense.
5. The undersigned represent that they are parents or guardians of the named student and are authorized to execute this agreement.

IN WITNESS WHEREOF, the parties have signed this agreement on the

_____ day of _____, 20____

 Parent/Guardian Signature

 Parent/Guardian Signature

 Student Signature

Student Health Record

Student's Name _____ Grade _____ D.O.B. _____

Address _____ Phone# _____

Parent/Guardian's Name _____ Work Phone# _____

Cell phone# _____

In Case of Emergency Contact _____ Phone# _____
(other than parent/guardian)

Date of Last Physical _____

Medical Condition _____
(Diabetic, Asthma, Epilepsy, Allergies, etc.)

List any medication being taken on a daily basis _____

Permission to be given Tylenol, Advil, Maalox, Immodium or Midol
yes _____ no _____

Please list any other concerns or medical problems that might be a concern to the
chaperones of this trip _____

**Name of Health Insurance Company covering
student** _____

Group number _____ ID number _____

Address _____

In case of emergency, I hereby give permission for _____ **to authorize medical**
treatment while on this school-sponsored trip to

Parent/guardian's signature _____ date _____

*I hereby agree that the above statements of medical history are accurate and true to the
best of knowledge, and give my consent for my son/daughter go on this trip.*

Signatures

Parent/Guardian _____ Date _____

Parent/Guardian _____ Date _____

Dover High School
25 Alumni Drive
Dover, NH 03820

Statement of Agreement

I agree to adhere to the following rules while on the _____
_____ trip with the class:

1. To not consume, purchase, bring with or bring home alcohol or illegal substances.
2. To not purchase body art or piercing services.
3. To not purchase or bring home any type of weapon.

I understand that I am accountable to _____.

I understand that failure to comply with these rules will result in disciplinary action upon returning to Dover High School.

Student's signature

I have read and discussed this agreement with my son/daughter, and I support these rules and regulations.

Parent/guardian's signature

As a chaperone on this trip, I agree to adhere to the same standards of behavior as defined for student participants.

Chaperone's signature
