



To: Dr. Charles Johns  
From: Dr. Lauren Fagel  
RE: GBS Civil Rights Tour and Service Learning Trip  
Date: December 16, 2019

Attached is a travel request from Jessica Pritzker and Dan Rhoades for a student trip emphasizing the historical landmarks of the Civil Rights Movement. The trip would take place from June 7 - June 14, 2020. Approximately 20 students (rising juniors and seniors) will be chaperoned by Dan and Jessica as they embark on a bus tour of the landmarks of the Civil Rights Movement, including stops at the Woolworth counter in Nashville, the bridge in Selma, the Civil Rights Institute in Birmingham, the Rosa Parks Museum, the Freedom Riders Museum, the National Memorial for Peace and Justice, and the National Civil Rights Museum at the Lorraine Hotel in Memphis.

This is the first time this trip will be offered to students. Dan and Jessica both participated in the Equity Cohort last year, a GBS professional learning program focused on meeting the needs of *all* learners. The trip was conceived as an Equity Action Project - a way to put into action the key takeaways from the cohort program. As a veteran United States history teacher, Dan has visited all of the cities and landmarks that make up the trip (with the exception of the new National Memorial for Peace and Justice). Jessica is a seasoned leader of community service experiences and student travel. The students will read *Weary Feet, Rested Souls: A Guided History of the Civil Rights Movement* by Townsend Davis (© 1999) as part of their learning experience.

This is a Student Trip covered under Board Policy 7230 (attached).

I support this valuable experience for our students.

**Civil Rights Tour and Service Learning Trip**  
**Tentative Itinerary and Curriculum Map**  
**June 2020**

**June 7, Day 1**

Depart at 7:00am

**8 hour drive (assign supplemental readings)**

**Nashville** - arrive at 4 pm

- Privilege Walk
- Visit to Woolworth Counter on 5th Avenue
- Fisk University- History of HBCU's and why they were developed
- [Civil rights walking and driving tour](#)
- Witness Walls discussion

**3 hour drive**

**Spend the Night in Birmingham, AL - Days Inn**

**June 8, Day 2**

**Birmingham**

- Breakfast (packed along)
- 16th Street Baptist Church - Children's March talk
- Lunch on bus

**2 hour drive (watch Selma on bus)**

**Selma** - arrive at 1 pm

- Stop for bridge walk
- National Voting Rights Museum and Institute

**1 hour drive**

**Montgomery** - arrive at 2:30 pm

- Rosa Parks Museum
- Freedom Rides Museum
- National Memorial for Peace and Justice

**6 hour drive**

**Spend the Night in Jackson, MS - Days Inn**

### **June 9, Day 3**

#### **Jackson MS and Mississippi Delta**

- Emmett Till Memorial
- Money, Mississippi - location of store that Emmett Till was in when he was accused of whistling at a white woman

Spend the Night in Vicksburg, MS - La Quinta Inn

### **June 10, Day 4**

- Cleveland: Delta State University Delta Center
- Mound Bayou
- Clarksdale (home of the blues)

Spend the Night in Cleveland, MS - Holiday Inn Express

### **June 11, Day 5**

Depart 8 am

6 hour drive

**Memphis, TN** - arrive 2 pm

- National Civil Rights Museum @ Lorraine Motel
- Cotton Museum

Spend the Night in Memphis, TN- Memphis Hostel Group Center

### **June 12, Day 6**

Depart after lunch

6 hour drive

Spend the Night in Marion, IL - Best Western

### **June 13, Day 7**

Depart 8 am

5 hour drive

- Arrive to Peace House with “I Grow Chicago” at noon- afternoon of service
- Reflection time

Arrive to Glenbrook South the evening on June 13 by 8 pm

### Trip Curriculum Map

Location	Events	Sites	Relevant Readings/Films
Nashville, TN	Integration fight in a “moderate” city	Woolworth on 5 <sup>th</sup> ; Fisk University; Davidson County Courthouse and Witness Walls; Clark Memorial United Methodist Church	Eyes on the Prize; Weary Feet Rested Souls (WFRS); Excerpt from W.E.B. Du Bois <i>The Souls of Black Folk</i>
Birmingham, AL	SCLC Non Violence campaign; Children’s March, Bull Connor and southern recalcitrance; Letter from Birmingham Jail; Bombing of the 16 <sup>th</sup> Street Baptist Church	16 <sup>th</sup> Street Baptist Church; Birmingham Civil Rights Institute; Kelly Ingram Park	Eyes on the Prize; WFRS; “Letter from Birmingham Jail; George Wallace Speech
Montgomery, AL & Selma AL	Marching for freedom. Esp Edmund Pettus Bridge.	National Memorial for Peace and Justice (M); Dexter Ave. King Memorial Church (M); Freedom Rides Museum (M); Rosa Parks Museum (M); Edmund Pettus Bridge (S); National Voting Rights Museum and Institute (S); Selma Interpretive Center (S)	Eyes on the Prize; WFRS; Excerpt from <i>Without Sanctuary</i>

Jackson, MS	Medgar Evers's Assassination; Freedom Summer	Mississippi Civil Rights Museum; Medgar Evers Home; Tougaloo College	Eyes on the Prize; WFRS
Mississippi Delta (Clarksdale, Mound Bayou, Ruleville, Money, Sumner, Dockery, etc.)	Freedom Summer, Birth of the Blues; Murder of Emmett Till, creation of autonomous black communities	Peter's Pottery & Hospital (MB); Fannie Lou Hamer Statue (R); Bryant's Store (M); Tallahatchie County Courthouse (S); Crossroads (C); Delta Blues Museum (C); Dockery Farms (Dockery, MS)	Eyes on the Prize; WFRS; <i>Lalee's Kin</i>
Memphis, TN	Rise of the Cotton Economy; Assassination of MLK; Expansion of Black musical forms	Cotton Museum; STAX Records; Civil Rights Museum (Lorraine Hotel); The Four Way (MLK's favorite restaurant); Peabody Hotel Lobby	Eyes on the Prize; WFRS
Chicago, IL	I Grow Chicago / Service at Peace House	Service Learning in Englewood community	<i>Encyclopedia of Chicago</i> ; Kevin Coval's "Chicago Has My Heart"



# Field Trip Request for Overnight Trips

Revised: December 2017

## Trip Description

Type of Field Trip:  Instructional  Student Activity / Co-Curricular

School:  Glenbrook North  Glenbrook South  Other: \_\_\_\_\_

Sponsor(s): Pritzker/ Rhoades Extension: 4940

Activity / Class Name: Glenbrook South Civil Rights Tour and Service Learning Trip to TN, AL, & MS.

Description: Students will be given a historical tour of the south and learn about the history of civil rights, as well as spend some time in Chicago to do service and learn about the current state of affairs.

Date(s) of Trip: June 7- June 14 , 2020

Number of Chaperones: 2 Number of Students: 20

Names of Chaperones: Jessica Pritzker and Dan Rhoades

## Transportation Information

Departing from: GBS date: June 7th at: 7:00  AM  PM

Traveling to (complete address): \*\*\*Please see attached sheet for all destinations\*\*\*

Returning from (complete address): \_\_\_\_\_ date: \_\_\_\_\_ at: \_\_\_\_\_  AM  PM

Returning to: GBS date: June 14th at: 5:00  AM  PM

Students released from class (indicate time or blocks): N.A

Permission Slip Needed?  Yes  No Waiver Slip Needed?  Yes  No Should the bus remain with the trip?  Yes  No

Car(s): \_\_\_\_\_ Bus(es): \_\_\_\_\_ D225 Van(s): \_\_\_\_\_ Other: Coach Bus

## Financial Information

Does this trip require money to be collected from students?  Yes  No

Begin Collection on: March 1, 2020 End Collection on: June 1, 2020

### Cost Per Student

Cost per Student\*: \$ 700

\* See attached cost allocation worksheet for additional expense detail.

### Accounting Details

Instructional / Course Field Trip Student Activity / Co-Curricular Field Trip

Account Number: GBN:  10L200 4850 0000 00 000000  TBD

GBS:  10L300 4850 0000 00 000000 Please write account number above.

### For Business Services Department Use

Bank Cash Account:  Cash Receipts  Agency Fund

## Approval

Requestor: Jessica Pritzker Date: 10/22/19  
Instructional Supervisor or Assistant Principal\*: Josh Koo Date: 12/17/19  
Associate Principal: \_\_\_\_\_ Date: \_\_\_\_\_

\* Instructional field trips require the signature of an Instructional Supervisor; Student Activity field trips require the signature of the Assistant Principal.

## Superintendent and Board of Education Approval \*

Principal: Dr. Lauren S. Fagel Date: 12/17/19  
Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_  
Board of Education: \_\_\_\_\_ Date: \_\_\_\_\_

\* Board Policies 7050 (Educational Travel Experiences) and 7230 (Student Trips) require the recommendation of the Principal and approval of the Superintendent for all overnight student trips. Approval of the Board of Education is required for all student trips conducted outside of the State of Illinois or adjacent states, as well as educational tours requiring one day or more of student absence.

### *For School Office Use*

Date Request Received: \_\_\_\_\_  
Date Trip Approved: \_\_\_\_\_  
Date Bus Ordered: \_\_\_\_\_  
Date D225 Van Reserved: \_\_\_\_\_  
Cost of Transportation: \_\_\_\_\_  
Request Sent to Business Services Department: GBN:  gbnfeesetup@glenbrook225.org Date: \_\_\_\_\_  
GBS:  gbsfeesetup@glenbrook225.org

### *For Business Services Department Use*

Fee Setup Activities:  Master Fee Roster  PowerSchool  e~Funds for Schools  
 Notice to Bookstore  Notice to Faculty Sponsor and Department Assistant

## Trip Information

Trip Description: Civil Rights Tour and Service Learning Trip. 20 students will be given a tour of multiple cities (Nashville, Birmingham, Montgomery, Jackson, the Mississippi Delta, Memphis, and Chicago). Students will learn about the progression of civil rights in the USA.

## Staff Expenses

Number of Staff: 2

<u>Per Staff Member</u>		<u>Total Staff Expenses</u>	
Meals:	\$ 32.00	Meals:	\$ 64.00
Transportation:		Transportation:	
Air	\$ 0.00	Air	\$ 0.00
Bus / Car	\$ 0.00	Bus / Car	\$ 0.00
Lodging:	\$ 252.00	Lodging:	\$ 504.00
<b>Total Cost:</b>	<b>\$ 284.00</b>	<b>Total Cost:</b>	<b>\$ 568.00</b>

<u>Meal Per Diem Maximum Reimbursement Rates</u>	
Breakfast	\$ 4.00
Lunch	\$ 8.00
Dinner	\$ 20.00
<b>Per Day</b>	<b>\$ 32.00</b>

## Student Expenses

Number of Students: 20

<u>Per Student</u>		<u>Total Student Expenses</u>	
Meals:	\$ 13.00	Meals:	\$ 260.00
Transportation:		Transportation:	
Air	\$	Air	\$ 0.00
Bus / Car	\$ 500.00	Bus / Car	\$ 10000.00
Lodging:	\$ 252.00	Lodging:	\$ 5040.00
<b>Total Cost:</b>	<b>\$ 765.00</b>	<b>Total Cost:</b>	<b>\$ 15300.00</b>

## Other Expenses

Registration:	\$ 1132.00
Judging:	\$
Officiating:	\$
<b>Total Cost:</b>	<b>\$ 1132.00</b>

## Total Trip Expenses

Staff Expenses:	\$ 568.00
Student Expense	\$ 15300.00
Other Expenses	\$ 1132.00
<b>Total Cost:</b>	<b>\$ 17000.00</b>

## Payment Responsibility

Paid by Students:	\$ 14000.00	Per Student Cost:	\$ 700.00
Paid by District:	\$ 3000.00*		

<u>Description of Expenses Paid by Students</u>
Cost of lodging, transportation, breakfast and lunch daily, as well as entrance into museums. Dinner will be paid by students individually.
*District expense paid from TSEC3310.



## Glenbrook High School District #225

### BOARD POLICY: STUDENT TRIPS

7230

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#### 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.

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**

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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