

OFFICE OF THE PRINCIPAL
GLENBROOK NORTH HIGH SCHOOL

To: Dr. Riggle

From: Paul Pryma 

Re: GBN GADGET Field Trip April 8-12, 2010

Date: March 16, 2010

Please read the attached documents from GBN science teacher, Ms. Lynne Zielinski. The finalists of the Pete Conrad Spirit of Innovation Competition are invited to travel to NASA Ames Research Center in Mountain View, CA. This trip does not require District funding.

I fully support this trip.

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To: Mr. Paul Pryma
Dr. Michael Riggle

From: Lynne Zielinski
Robert Froehlich

Date: March 16, 2010

RE: GADGET Finalist Student Travel at NASA Ames Research Center

Six GADGET students in two different teams who entered the Pete Conrad Spirit of Innovation Competition have been selected as national finalist teams. The two categories are "Space Nutrition" and "Aerospace Design". As a result, they have been invited to travel to NASA Ames Research Center in Mountain View, California to participate in the Pete Conrad Spirit of Innovation Summit (<http://www.conradawards.org/>).

During their visit at NASA Ames, they will present their nutrition bar and "DiRes" (resonance) experiment to entrepreneurs, businessmen, and scientists. Students from the food nutrition bar group will learn how to market their product, while the Resonance "DiRes" team will be involved in presentations and meetings towards qualifying their product for the finals. Both teams will learn about patenting and how to implement a business plan. The students will attend an awards presentation, present their ideas to world level venture capitalists, angel investors, business leaders, and scientists. Selected teams will receive funding to continue the development of their products and may go on to participate in The Portal, where they may choose to patent their product and have an opportunity to enter the commercial marketplace.

**Request For Travel-National
With Cost to Student**

The Pete Conrad Foundation will be providing \$1000 travel stipend for each of the two winning finalist teams. This \$2000 will be placed in the GADGT account # ~~82~~0450.

The following are costs paid from this account:

Teacher Costs

Transportation	– Air	\$ 360.00
Lodging		\$ 210.00

Teacher & Student Costs

Transportation	-- Shuttle	\$ 100.00
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Student Costs

Lodging (5 students 3 nights)	\$ 840.00
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Total Cost	\$1510.00
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Students are paying for own airfare directly to the travel agent @ \$ 360.00

After all costs of trip, the remainder of the stipend will be divided amongst the students as reimbursement. In addition, students will be fund-raising and all monies will also be given towards reimbursement.

Travel Agent Used:

Ruth Ann Grockis

FCm Travel Solutions

North Shore Travel

2101 Waukegan Road, Suite 300

Bannockburn, IL 60015

Fax: 847-948-8473

Toll Free: 800-227-1908 x5929

Direct: 847-597-5929

Email: ruthann.grockis@us.fcm.travel



GLENBROOK NORTH HIGH SCHOOL FIELD TRIP REQUEST APPLICATION

FOR OFFICE USE ONLY

Dated Received _____
 Bus Ordered _____
 Van Reserved _____
 Other Transport _____

Instructional Trip Activity Trip

1. DESCRIPTION

Describe the trip requested, listing the address(es) of the place(s) to be visited and the itinerary for the trip - include approximate times:

PETE CONRAD SPIRIT OF INNOVATION
NASA AMES RESEARCH CNTR - MOUNTAIN VIEW CA
ARR: THURS APR 8 CV: SUNDAY APR 11

2. RATIONALE

Describe the purpose of the trip as it relates to specific course objectives or sponsored activity:

NATIONAL COMPETITION - 3D RESONANCE, NUTRITION

3. CLASS/ACTIVITY INFORMATION (Attach two (2) copies of student list with ID numbers)

Class or Activity: GADGET/SCIENCE Number of students: 5

Chaperones accompanying trip: _____ ZIGLINSKI

4. TRIP INFORMATION

Trip date(s): 4/8/10 - 4/11/10

Departing from (location): ORI O'HARE At: ~ 8 AM PM

Returning from (location): SFO SAN FRANCISCO At: ~ 8 AM PM

Students released from class: 4/8 - ALL AM PM Time returning to school: MON 4/12 AM PM

5. TRANSPORTATION INFORMATION

Transportation: Car(s): _____ Bus(es): _____ Glenbrook 225 Van(s): _____

Other (specify): airplane Should the bus remain with the trip? Yes No

Permission Waiver Slip Needed? Yes No Bookstore Auth. to Collect Needed? Yes No

6. COST/SUBSTITUTE INFORMATION

Estimated cost of transportation: 4/8 AM Estimated cost of substitute teacher(s): 180⁰⁰

Substitute Needed for Blocks: 1 2 3 4 5 6 7 8 9 10 Lunch 1 2 3 A/B Day

[Signature] 3/3/10
Teacher Requesting Trip Date

[Signature] 3/4/10
Instructional Supervisor's Approval Date

[Signature] 3/4/10
Associate Principal's Approval Date

[Signature] 3/9/10
Activities Director's Approval Date

APRIL 8 - 3-4
APRIL 10 → BACK ON 11

Lynne Zielinski

From: "Spirit of Innovation Awards" <info@conradawards.org>
To: "Lynne Zielinski" <lzielinski@comcast.net>
Sent: Friday, February 19, 2010 7:48 PM
Attach: Conrad Foundation Team Profile Template 2-19-10[1].pdf
Subject: February 19 - Finalists Weekly Update

Spirit of Innovation Awards

challenging students to create innovative products using science and technology



Spirit of Innovation Finalist Teams Weekly Update

Matching Grant - We have had a few questions from different teams on the matching grant. Here is a clarification that will hopefully diffuse any confusion. The matching grant is a fundraising tool that you can use to gather support in your fundraising journey. In order to receive Conrad Foundation's \$1000 stipend, all you need to do is to submit the Finalist Agreement Form. If you have already submitted your Finalist Agreement Forms, your Innovation Summit stipends have been sent for processing today. ☐

Finalist Agreement Forms Update- We still haven't received forms from the following teams; ChlamyPower, Emerson Renewable Technology, Emerson Applied Technology and Going Green. Please send your Finalist Agreement Forms ASAP. We cannot send you stipend checks unless we receive your form.

Blog Post - This week I saw new blog posts from some teams, for those who still haven't done a blog post we encourage you to get these up as soon as possible. With the Public Voting coming up on March 29th, the more engaged your homepage is the more interaction you can have with the public. Keep working on creating a solid online profile: a detailed paragraph on your product description, make sure you have your logo, update team members' profile, and don't forget your team video (remember you can have more than one).

Finalist Interview - Attached is a list of questions that will help our team promote the work that you are doing. If you can send responses to these questions at the latest by March 5th, we'll highlight your team using your responses in our blog and newsletters before public voting goes live. Your teams can also use these post to pitch to local media outlets or groups that might drive votes to your team.

Hotel Accommodations - Here is the link to the Santa Clara Marriott. Please

make your reservations as soon as possible, and no later than March 18th, to take advantage of the group rate. <http://www.marriott.com/hotels/travel/sjcg?groupCode=cfofoa&app=resvlink&fromDate=4/8/10&toDate=4/10/10>.

The NASA Lodge - has 2 buildings-Building 19 and Building 583 they are a 8 to 10 minute walking distance from each other. Building 19 only has single bed rooms at \$55 a night for single occupancy or \$60 for a couple. Building 583 has 2 beds rooms at \$45 a night for single occupancy or \$50 for double occupancy. To make a reservation call (650) 603-7100 no later than March 15th and state that you would like to reserve under Conrad Foundation 2010.

Presentation Consultant - If you would like to take advantage of this opportunity, you have until next Thursday. A presentation consultant, Sam Horn, has agreed to review team presentations and provide feedback on how to improve and prepare for the big day. In addition to her evaluation before the summit, she will also be available at the Summit to provide 2-5 minutes consultations. What you need to do to take advantage of this opportunity?

1. Reply by February 25th if you would like to participate
2. Create a 5-minute video of your team doing a presentation of you product by March 1st.

Send all replies to clementine@conradawards.org

Note on Extending Summit invitation - The Innovation Summit is mainly about you the finalists but you can extend invitations to friends, families and any groups that you are affiliated with. However, during the Summit we have a 6 tickets limit for meals per team. Additional food can be purchased on site. Please contact Clementine Ntshaykolo at clementine@conradawards.org if you are planning on having more than representatives for your team at the Summit.

Clementine Ntshaykolo
clementine@conradawards.org

The Conrad Foundation



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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.

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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.

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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