

IMPORTANT FIELD TRIP INFORMATION FOR TEACHERS

Frequently Asked Questions about bringing students to the **MISSOULA INSECTARIUM**

Available Field Trips

Currently all field trips are for preschool through 8th grade. Descriptions of field trips, including program length, target grade level and program summary can be found on our website under the Programs tab.

Field Trip Length & Structure

Field trips are 1 hour for preK, 1.5 hours for K - 5th grade and 2 hours for 6 - 8th grade. All field trips start with free time in the Insectarium exhibit space and are followed by activities and content driven games in our classroom. Each field trip features at least one interaction with a Bug Ambassador and a chance to hold a live arthropod for all interested students.

Standards

All field trips are Standards Aligned with Missoula County Public Schools science standards. Information on Next Generation Science Standards coming soon!

Name Tags

Name tags are a great help! If you have them in your classroom please do bring them and have students wear them the day of the field trip.

Program Cost

The base cost for a field trip is \$40 and covers up to 10 participants. Each additional student is \$4. Field Trips are \$4 for every chaperone over the requested 1:10 ratio of chaperones to students. See Chaperones section for more information. For homeschooling groups the lead coordinating chaperone is free of charge, all other adults will be charged \$4.



Contact Museum Educator Carolyn Wiley to schedule a field trip: 406-215-1758 or carolyn@missoulabutterflyhouse.org

Chaperones

We request 1 chaperone for every 10 students. Beyond this 1 to 10 ratio we charge \$4/chaperone. For example, a class with 25 kids and 4 adult organizers would pay \$100 for the students and an extra \$4 for that last additional chaperone. Exceptions can be made for extenuating circumstances. Please keep in mind that having a lot of chaperones crowds our small classroom space and can make running a smooth and efficient field trip a bit more challenging for staff and volunteers. Please consider bringing only as many chaperones as are absolutely necessary.

Group Sizes

Our classroom can accommodate up to 30 students. Smaller group sizes are better, especially for younger students. An ideal group size is closer to 20 students.

For middle school groups, smaller class sizes are appreciated. The best group size is closer to 15 students. If you have larger group we can work with you to suggest ways of splitting up your group for the day to make this possible.

Memberships

A membership to the Missoula Butterfly House & Insectarium offers a range of benefits including reduced costs for special events. There are not, however, any membership benefits that relate to field trips. Having a teacher or student with a membership does not reduce the cost of the field trip.

Scholarships

The Missoula Insectarium is working with the Dennis and Phyllis Washington Foundation to offer a limited run of programming and busing scholarships. The first scholarships were awarded in the Spring of 2017. You can check in with us before you schedule to see if any scholarships are available at that time.



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Payment

Payment is due at the time of the field trip. If necessary, alternative arrangements can be made, please contact the Insectarium directly in advance as needed. Cash, check or credit card payments are accepted. When your group goes into the Insectarium towards the start of the field trip you will be directed towards the front desk staff for payment. We are happy to provide an invoice before your trip or receipt afterwards to you or your front office staff as needed.

Photos and Video

Photos and videos of field trips may be used by Missoula Butterfly House & Insectarium for promotional and educational purposes on our website, social media and in other media and print outlets. Please advise MBHI if there are any students whose parents have expressed an aversion to their child's image being used in such a manner.

Homeschool Groups

The base cost of a field trip is \$40 and covers up to 10 participants, additional participants are \$4 each. The lead chaperone (point person scheduling the field trip) is free, other attending parents or adults will count towards the number of participants and will be \$4 each if the number exceeds 10. Younger siblings that are under the age of 4 and are NOT participating in the field trip activities are free as well but will need to be looked after by a parent or chaperone so as to avoid distracting other participants.

The lead chaperone will be asked to provide an estimated number of students for the field trip at the time of scheduling and for a more precise number as the field trip date approaches. We request that lead chaperones pay for the total field trip cost in advance based on their estimated number of participants. If that number ends up being larger than anticipated, additional payment can be made the day of the field trip.



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Buses & Parking

Please do not instruct buses to pull into the parking lot on Front Street. This causes congestion and a parking jam for other building tenants, it is also a very hard place for large buses to maneuver. Front Street is often not busy and buses have had success pulling over on either side of the street. An Insectarium staff person will meet you at the front doors of the building to show you the way into the classroom. There is no parking available in the lot in front of the building.

Double Header Field Trips for Large Groups

Many teachers are often bringing multiple classes for logistical reasons. To accommodate large groups we often help teachers coordinate a “double header” field trip. This involves half of the students being at the Insectarium for a field trip while the other half visits another institution. After an outdoor lunch in the park, the groups switch. A sample itinerary is below.

10 - 11:30: Group 1 @ the Insectarium, Group 2 @ the Library.

11:30 - 12:00: Lunch in the park across the street.

12:30 - 2:00: Group 1 @ the Library, Group 2 @ the Insectarium.

Scheduling:

Museum Educator Carolyn Wiley schedules all field trips at the Insectarium. We highly recommend scheduling your program at least three weeks before your desired date. This is especially true if you are interested in coming during the spring months. Availability for field trips in March, April, May and June can be very tight so the sooner you can schedule, the better. Of course there is always the chance that we will have an opening here or there if you call last minute but to have the most control over picking your first choice date and time, book early. To schedule: 406-215-1758, carolyn@missoulabutterflyhouse.org

Resources:

You will get a few important resources before, during and after your field trip visit.

Before:

- Chaperone Guide
- Pre-visit activity lesson plan
- Access via phone or email for all logistical questions & support

After:

- Post-visit activity lesson plan
- Online Insectarium website with a variety of resources just for teachers
- Feedback Form

