



Scobee Education Center
Challenger Learning Center Mission Registration Form
2024-25



School Name: _____

ISD: _____

Grade Level(s) 5-12: 5 6 7 8 9 10 11 12

Two school employees are required for each Challenger mission.

This registration is for a Single Mission Two Missions

Lead Teacher 1: _____

Teacher 1 Phone: _____

Teacher 1 e-mail: _____

Lead Teacher 2: _____

Teacher 2 Phone: _____

Teacher 2 e-mail: _____

Total Number of Students: _____ Anticipated Number of Parent Chaperones: _____

Up to 34 students per mission and 8 adult chaperones (4/mission area). Larger groups will require additional missions.

Is this a TEA recognized Title I school? If scholarship funds are available, we wish to be considered for the on-campus programs requested below. ___ Yes ___ No

Person to whom the Invoice/Fees for the missions/planetarium programs are to be addressed:

_____ Name _____ e-mail Address

School/Organization Address: _____
Mailing Address

City, State zip code Organization Main Phone Number

Teachers, please send your registration form(s) to the Scobee Education Center registration e-mail to be included on the calendar: **sac-ScobeeCtr@alamo.edu**

1st Choice Mission Date: _____ 10am ___ 12:00 ___
2nd Choice Mission Date: _____ 10am ___ 12:00 ___
3rd Choice Mission Date: _____ 10am ___ 12:00 ___

Please, recognize that a request is not equivalent to a registration, not all dates and times may be available at the time of the request. *Your program date & time and scholarship approval will be confirmed by staff in an email.*

Programming Options: (Select one from the three groups below.)

On-campus programming options: *(If available, scholarship funding may apply for Title I classes.)*

Smaller group/single activity options:

- 1 - Challenger Center Mission **Only** (20- 34 students and 2 teachers) \$500
- 1 - Planetarium Program **Only** (**up to 100 seats**)
\$100/up to 40 seats (age/grade level appropriate)
- 1 - Planetarium + 1 Challenger Center Mission (20-34 students + 2 teachers) \$600

Larger group options: (40 - 68 students, 4 teachers, and 16 adult chaperones)

- 2 - Planetarium Programs, 2 Teacher developed **and** delivered activities/Lunch and 2 Challenger Learning Center Missions for up to 68 students divided in half \$1,200

Virtual off-campus programming options:

*(Delivered via Challenger unique addresses or Secure Zoom links. No pre-mission training is required. Najim Scholarship funds will **not** apply to these programs.)*

- 1 - Challenger Center Virtual Mission **Only** \$150 (8-25 students and 1-2 teachers)
 - Expedition Mars (4th – 8th Grades)
 - Expedition Moon (6th – 8th Grades)
- 1 – Planetarium “Sky Tonight Live” presentation **Only** \$150 (up to 100 connections)

Teachers bringing their classes to a Challenger mission are required to attend pre-mission training. Teachers chaperoning the planetarium programs do not require prior training. **Failure to attend a pre-mission briefing could result in the rescheduling or cancellation of your scheduled mission date.**

Pre-Mission Educator Professional Development included in you missions fees on the following dates:

(Check one to register with your mission date request. We will confirm your PD date when your field trip is scheduled. Additional mission options and dates will be posted during the fall for the spring dates.)

- September 7, 2024, Saturday 8:30-12:30 **Expedition Mars** & **Earth Odyssey** missions through Feb. 2025.
Register: <https://forms.office.com/r/LcyLYgsacg?origin=lprLink>
- September 14, 2024, Saturday 8:30-12:30 **NISD sponsored EPD** – contact Amalia Sollars.
- January 18, 2025, Saturday, 5-7pm 8:30-12:30 **Expedition Mars** & **Earth Odyssey** missions through the end of the school year, May/June 2025. **Register:** <https://forms.office.com/r/TDCnpzJhuj?origin=lprLink>

Sample Schedule & Directions Scheduling groups of up to 68 students would consist of Groups A & B
Planetarium Program, Teacher Lead Activity, Lunch + Challenger Learning Center Missions

Sample Schedule:

Group A

10:00am-10:55am-Planetarium Program
11:00am-11:55am-Classroom Teacher Determined
Activity & LUNCH
12:00-1:30pm-Challenger Mission

Group B

10:00-11:30am- Challenger Mission
11:35am-12:25pm- Classroom Teacher Determined
Activity & LUNCH
12:30-1:30pm- Planetarium Program

Programming Acknowledgements:

Challenger Mission Selection:

- Expedition Mars Mission Earth Odyssey Mission

Planetarium Presentation(s): (Up to 50 minutes run time) Not Applicable

Title(s): _____

Each Challenger Learning Center Mission is designed on a middle school reading level. A mission consists of a group of 20 to 34 students and no less than two teachers. Students take part in a two-part 90-minute Mission Control and Spacecraft simulation. Groups should plan to arrive no less than 15 minutes prior to their start time with two completed copies of the Crew Manifest or roster. The fee for each Challenger Learning Center mission is \$500.

Larger student groups of up to 68 wishing to take part in a Challenger Learning Center mission will need to reserve a full day, running two complete missions and two planetarium programs. The group would be divided into two 32-34-student teams. **See the sample schedule.** Each group requires school provided adults authorized to provide appropriate behavior management for their students. (2 adults in each mission and 1 per planetarium program)

Teacher determined activities are to be of the classroom teacher's design. The teacher's unit design should incorporate an activity of 20-30 minutes in length to be carried out during the block of time paired with lunch. Most teachers attending the pre-mission workshop identify an activity from the training or their unit of study to use with students during this available time.

Planetarium programs are 30-45 minutes in length and a fee of \$100 up to 40 participants. Additional seats are \$5/person for up to ten additional people before incurring the additional \$100 group rate for up to 70 seats. The planetarium presentations are grade level specific and do not require a training session prior to attendance.

Special Needs: While the Scobee Education Center is ADA compliant, if members of your group require special assistance, the school is expected to provide the accommodations identified in the individual's education plan for the student or employee. **Please, contact our center in advance of your visit for specific accommodations and how we may assist your students or staff.**

Payment: You will receive a quote from Scobee staff for the fees associated with your programs. If your organization requires an invoice in advance of your program date for an organization, school, or ISD payment to be made, please, indicate this when verifying the date of your programs. *Invoices are generated by the Alamo Colleges District accounts payable office and require processing time.*

If the organization is not already included in the ACCD data base, we will require a copy of the **W-9 or tax-exempt form** for invoicing through the ACCD. The Scobee Education Center may accept credit card transactions, cash or check transactions. **When a group reserves 40, 70 or 100 theater seats, your group commits to the fees for this number of seats for student or adults. No reduction is permitted as a result of absenteeism.** The reservation should not be altered during the week of the programming, as other groups may be assigned to share a portion of the theater during your time slot.

Cancellation/No Show: Cancellations must be received in writing through email or USPS mailing no less than one week prior to the scheduled visit. **Cancellations within this one-week period will forfeit 20% of the collected costs. Once ACCD invoice is generated for a program, there is no refund for participants absent on the day of the event.**

Lunches are not provided by the Scobee Education Center. Groups may bring and conduct their lunches on the terrace picnic tables, unless inclement weather requires an alternative location in the Mays North Lobby. Areas are provided on a first come first served basis. Please, plan accordingly for inclement weather. ***Students, school staff and chaperones are expected to clean-up after classes in lunch areas.***

Chaperones are welcomed and a vital part of the mission to inspire the students; however, the mission areas have limited capacity and additional fees are applied in the planetarium over the 40-seat grouping. In addition to the 2 staff members, please, limit your Challenger chaperones to 8 or four in each mission area. While voluntary, chaperones are providing a supervision support service, and no younger siblings are to attend the mission or planetarium programs.

Student Behavior resides with the individual student; however, school employees are responsible for managing students who violate school policies or field trip expectations.

Buses: There is limited bus parking in the white lined areas along the Scobee circular roadway. Bus drivers typically drop-off their students and teachers at the curb in front of the center, then leave campus to return at the end of their scheduled program to the same location for pickup. If a teacher/chaperone is also the bus driver, we require notification in advance of your program to ensure a parking space is available. There are three white lined areas designated for school buses; however, there are often different school groups in programs on campus.

After checking each statement above, sign below to acknowledge awareness of these logistics. Any questions should be addressed to sac-ScobeeCtr@alamo.edu during the registration process. ***Required**

Lead Teacher Acknowledgement Signature: _____ Date: _____

The school/organization administrator must sign below to indicate that this registration and requested dates have been approved and the transportation and substitutes provisions are to be arranged.

Cancellations within one week of the program date will be assessed a fee. ***Required**

School Administrator Name Printed

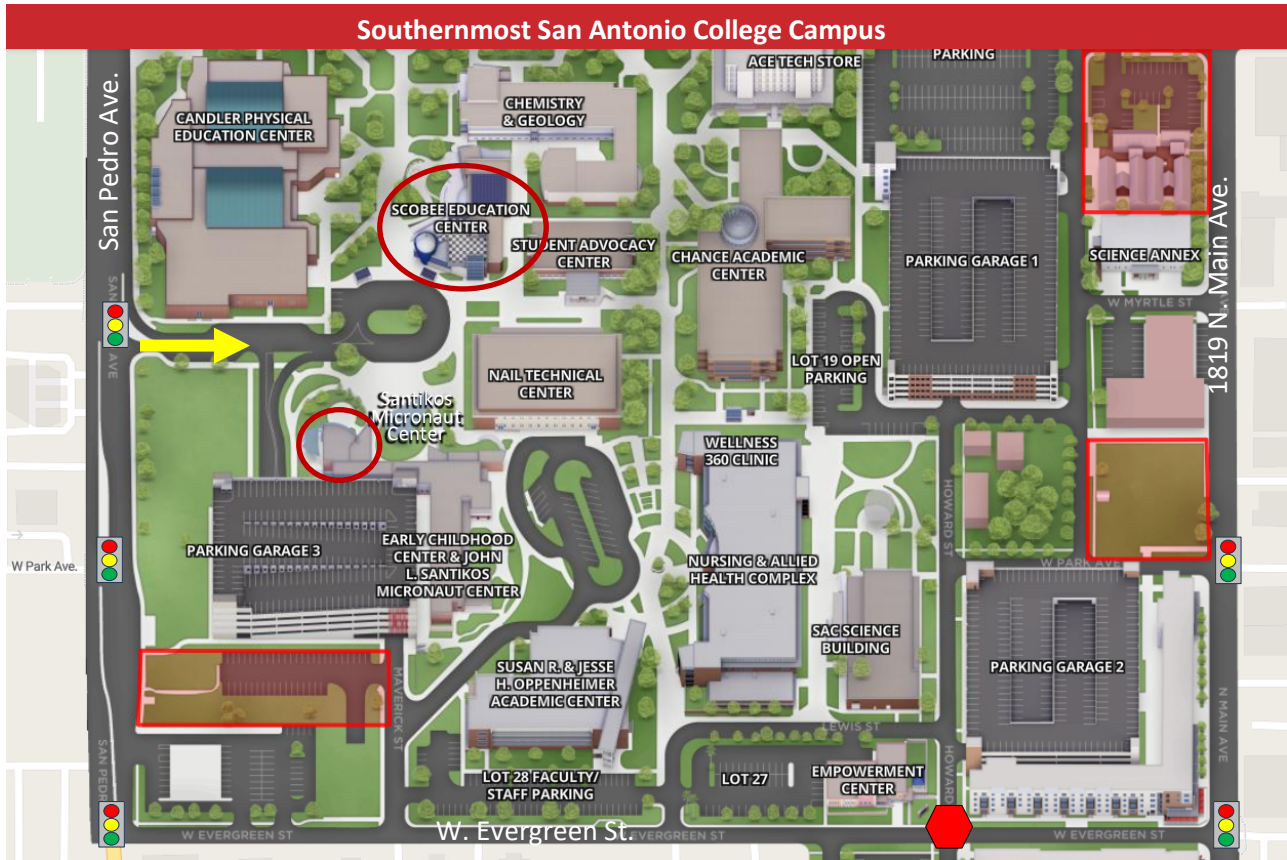
School Administrator Signature

Date

Directions:

Approach the west side of the San Antonio College campus from San Pedro Ave. 1198 San Pedro Ave. will bring you to the traffic signal that leads into the campus near W. Myrtle St and the Scobee circular roadway. Turn into campus at this light. After the turn, the parking garage #3 will be on your right and the gym on your left with Scobee's blue Cheever Star Tower ahead of you.

Bus parking is provided on a limited basis along the circular drive in the designated white lined areas.



Parents Chaperones:

Free parking is available in garage #3 located on San Pedro Ave. The upper floor is seldom full. Parking on a college campus is always a challenge, so plan to arrive early. You may wish to consider carpooling, if you do not ride the bus or vans with the students.

Each school group is expected to set limits on the total number of authorized adult chaperones attending the trip. Younger siblings are not expected to attend with chaperones of a school trip.