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Educational Community Resources a Guide for Moses Lake Junior High and Elementary Teachers

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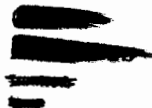
EDUCATIONAL COMMUNITY RESOURCES
A GUIDE FOR MOSES LAKE JUNIOR
HIGH AND ELEMENTARY TEACHERS

A Thesis
Presented to
the Graduate Faculty
Central Washington College of Education

In Partial Fulfillment
of the Requirements for the Degree
Master of Education

by
Byron L. DeShaw
August 1961

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CHAPTER I

THE PROBLEM AND DEFINITIONS OF TERMS USED

For some time it has been evident that the Moses Lake School District is in need of a guide for educational community resources. The type of guide needed is one that will encourage teachers to make field trips by providing information that will eliminate extensive research on the teacher's part. As the Moses Lake District has not had such a guide the need arose for this study.

I. THE PROBLEM

Statement of the problem. It was the purpose of this study (1) to assemble a clear, concise, convenient guide to educational community resources in the Moses Lake area; (2) to assist the Moses Lake teachers in planning and carrying out field trips; and (3) to provide a device that will save the teachers time in pre-planning as well as carrying out and evaluating a field trip.

Importance of the study. One of the reasons that community resources are not utilized by schools more than they are could be because of the extensive amount of work that a teacher must do before a field trip can be taken. This is conceivable because it is generally considered quite a task to locate the resource and make arrangements, send home permission slips, arrange for transportation, contact school officials for permission, and carry out other small but necessary tasks. Many of the necessary tasks can be eliminated entirely or at least minimized by the

use of this guide. Many of the questions or problems that a teacher has concerning a specific resource can be answered by referring to this list of resources. By keeping this guide readily available, a teacher can save both time and energy.

Limitations of this paper. This paper has various limitations. The first limitation is the fact that specific objectives have been omitted. This has been done because the objectives would vary depending on the type of class making the visit. The objectives for a science lesson would probably differ from those of a social science lesson. So, no specific objectives have been listed for each activity. This has been left for the teacher to define according to the needs of the group.

A second limitation is that all of the activities included are not suited for all levels of education. An activity that would fit an elementary class may not be useable at all by a junior high teacher and visa versa.

A third limitation is that some resources listed as being of educational value may turn out to be of very little use since one person's opinion is not enough to determine true educational value. Other resources of educational value may have been overlooked or purposely omitted because the writer felt they were of little value. A teacher should feel free to add to or delete from this list. Obviously some resources have been omitted to avoid duplication.

A fourth limitation is that extensive research has not been done verifying the need for, or educational value of field trips in educating

our children. Since verifying the need of field trips is not the purpose of this paper, the educational value of field trips has been assumed and only cursory mention as to the need has been submitted.

II. PROCEDURE

The procedure used. Each resource was contacted personally and asked for the following information:

1. Would it be possible for the children of our schools to visit your business?
2. What size group can be accomodated at one time?
3. Is there any special hour or day best suited for a visit?
4. What things would the children be able to see or do?
5. Whom should the teacher contact when making arrangements?
6. Are any resource people available for the classroom?
7. What might the teacher tell the students about the trip before the trip is made?

In general the people contacted were very cooperative and a sincere effort was made on their part to help set up the guide.

III. DEFINITIONS OF TERMS USED

Community. The community refers to the area within a twenty mile radius of the city of Moses Lake.

Community Resource. A community resource is a part of the community that is available for study, and whose study can be considered of

a desirable educational nature.

Field Trip. (Excursion.Tour.School journey). A field trip is a planned visit to a resource of educational value outside the classroom.

Resource Person. A resource person is a person in the community possessing experiences, talents, hobbies, and skills which would be of educational value. This person is willing to come to the classroom and share these possessions with the students.

CHAPTER II

REVIEW OF THE LITERATURE

Many articles, books, and parts of books have been devoted to stressing the use and value of educational community resources. Only a brief summary of some of these articles will be cited in this paper.

I. LITERATURE ON THE VALUE OF COMMUNITY RESOURCES

During the early days of our public schools learning was of a narrow and rather specific nature. A person was considered to be a good student if he could repeat back facts that had been memorized from a textbook. It made little difference whether the student had any real concept of what was being memorized. The main source of our education at this time was what was found in the textbook. As time passed, the philosophy of the schools began to change. Opposition to the academic character and repressive discipline of the academic school started to appear. About 1920, a new idea of education came upon the scene, this new conception was called the child-centered "progressive" type of education. This type of education was based on the child's interests, emotional needs, learning by doing, cooperative planning, and problem solving. It was about this same time that the use of the community in the curriculum began to be recognized as being of educational value. In order to fulfill this need educators began to realize that a school must be related to the community in which it is located. (9: 3-10)

Community resources are now regarded by most educators as being

of extreme value if properly utilized. Grinnell stated the following concerning use of community resources:

One value of first hand learning is its directness. Ideas and concepts which may be only fuzzy abstractions to the pupils may become clear and vivid when observed in actual experience. Youngsters are always, so it seems, doubting, questioning, asking for verification of those facts and principles placed before them in books. Trips into the community offer the "seeing is believing" kind of verification so essential to the curiosity of young minds. (3: 70)

Olsen states that educators have found "That the educational isolation of the school from its community is as indefensible and as truly impractical as is political isolationism for the nation." (9: 10)

One of the basic principles in revising courses of study has been the shift from almost exclusive emphasis upon spoken abstractions and rote memorization with little meaning, to concrete experiences which help develop understanding and meaning. As long as education was thought of as the verbal "learning" of the content of textbooks, there was very little application of learning to everyday living. The connecting of studies with the life we lead, however, has placed classroom activities more in step with the world outside. School journeys, field trips, excursions, and camping trips have enlarged the opportunities and possibilities of at least partially closing the gap between the school and the community. (3: 69)

Miller makes the following statement about the field trip:

Because the field trip method is widely accepted, school journeys are becoming more common. Giving youngsters an

opportunity to learn firsthand about their community rates high as a vital method of instruction. (8: 245)

Wasserman has this to say about field trips:

Nothing quite equals being able to see something or someone in reality before you. While going on field trips is probably one of the most neglected of all teaching techniques in art, they can yield some of the richest most rewarding learning that pupils and students may experience. (15: 23)

With the shift in educational ideas about the use of the community for field trips, use of resource persons, and other items new problems have arisen that the school must face. Arrangements with the administration and place to be visited must be made. Transportation has to be provided as well as adequate supervision furnished and discipline maintained.

Most authors agree that the use of the community as part of the curriculum is very necessary as part of our current program. The value of field trips has long been recognized but only lately practiced.

Yeager states:

Teaching through observation and direct contact may be traced in educational literature as early as Rosseau. Yet only recently has much attention been given to the school journey as a teaching technique. There is scarcely a subject in the curriculum which does not lend itself to the use of the school journey as a teaching aid. Formal uninteresting classroom procedures are transformed into vital experiences when children are taken out of their seats into worlds of reality. Moreover, the feeling of living as a part of the experience makes the lessons well learned. Possibly no other teaching technique is available to bring better understanding with the community than the school journey. (17: 208-9)

At Miami University in Oxford, Ohio, workshops are conducted yearly

on the utilization of the community by the schools. These workshops are attended by local industrialists as well as teachers. The cost of a workshop is shared equally between the school and the industries. As a result of these workshops, schools participating have developed a better working relationship with their communities, and their field trips have increased in number. Macomber and Ayers make the following report from one of the workshops:

Life's problems cannot be studied and understood from textbook assignments alone. The learner must come into direct contact with people and agencies of the community engaged in the solution of these practical problems of living, and must participate in these activities. Much can be learned from books and discussions if the learner has an adequate background of experience to make both reading and discussions more meaningful. This experimental background must come from excursions, experimentation, and first-hand acquaintance with the people of labor and management, city and county officials, farmers, and physicians. (6: 42)

It is becoming more generally recognized that school community relationships consist of a two-way street. Community activities must be brought into the classroom as well as taking the classroom out into the community. Bringing the community into the classroom is usually done in the form of a resource person. Otto declares:

Using resource persons provides several distinct opportunities in social education. Initially there is the chance for cooperative teacher-pupil planning in regard to the need for having a resource person and the kind of contribution which is desired. Cooperative planning can also be applied to each of the phases of the problem. The group process may be used in making an outline of the specific questions or contributions desired of the visitor. (10: 129)

Use of the resource person has become extremely popular in schools that have transportation or other types of problems and field trips are

quite limited.

Now that field trips have become quite popular authors tend to put them into several categories. These categories include "field trips" to refer to trips of a few minutes, and "excursions" to describe similiar types of learning of a longer period of time.

II. LITERATURE ON PROBLEMS INVOLVED IN TAKING FIELD TRIPS

As is true in many things we do field trips can't be taken without some problems involved. One of these problems is that the teacher should know the community very thoroughly. This is often difficult in view of the fact that so many teachers shift from one area to another and begin the school year in a rather unfamiliar setting. Many of the teachers' pupils will have grown up in the community and will understand the community to a degree which a new teacher has had no chance to acquire. Because of this it is up to the teacher to undertake the task of becoming better acquainted with the community. This can require much effort and some degree of systematic study on the teachers part.

(16: 261-2)

Other problems related to utilizing community resources is pointed out by Macomber and Ayers:

The effective use of the resources of the community in education is difficult to achieve in many schools. The compartmentalized program of the high school, with its short instructional periods, makes it difficult for teachers to organize and conduct lengthly excursions. The pressure "to cover the book" still dominates many situations, elementary as well as secondary. In many schools "administrative convenience" takes precedence over the needs of

good educational practice. Also significant is the lack of "know how" on the part of teachers and principals to make the community a laboratory for learning. (6: 42)

It is just as easy to create a "bad impression" in the community as it is to create a "good impression". For this reason teachers must be very careful in the conducting of a field trip. Koopman states that:

Students should be fully aware that the use of community resources is more than an educational experience for themselves; it is also a venture in public relations on the part of the school. The care with which they plan, their cordiality and receptiveness, their participation, the use they make of the experience in the school and in the community -- all such factors will surely impress the lay visitor for good or ill, and will mold his opinion of both the character and effectiveness of entire school. (5: 42-3)

A problem found in many schools is that of not having a guide to local resources. Grinnell admonishes that a well organized guide of available resources within easy access to all teachers of a school is important in promoting the use of resources. He further stated this concerning field trip problems:

A guidebook which clarifies as many of these problems as possible should be worked out for each school system. Many of the local details can thus be brought into focus. If a system-wide guide does not exist, then the staff of an individual school should write one for its own use. (3: 76)

Olsen points out the fact that just having a guidebook isn't always the answer:

A master file, however complete, will be of little use to teachers and students unless they can have speedy access to its information. They must be able to identify the community's resource visitors, interview and field trip possibilities, service project needs, and the like, as easily as they can locate a book or film in the library. (9: 358)

It is a guide similiar to the one suggested by Olsen that I have undertaken to try and provide for the teachers of School District 161 located at Moses Lake, Washington.

CHAPTER III

I. PRE-PLANNING INFORMATION

The pre-planning of a field trip often can be as important as the trip itself. A well planned trip can help eliminate difficulties such as safety hazards, transportation problems, parental censorship, and lack of understanding about the resource visited on the students part.

It is essential that intellectual preparation be made before any field trip is actually undertaken. The teacher as well as the student needs to study the problem so they will possess sufficient background to make the trip itself really meaningful. It is a good idea to study materials relevant to the trip. This studying can be done by individuals, by committees, or by the class as a whole, and the information found can be shared with the group through general discussion, reports, or panel analyses, depending upon the grade level of the students.

If not planned properly a field trip can become a day off for the pupils, and a strenuous day for the teacher. If used properly this guide should help shorten some of the outside planning for a field trip. It should be, however, used along with proper classroom planning and not in place of classroom planning.

Some questions, suggested by Norma Jones Parent, that a teacher might ask himself before taking a trip include:

1. Is this trip a good choice for a particular teaching purpose?
2. What plans should be made by the class before going?
3. What effects is this trip likely to have on the class?
4. Will the resulting effects be good for community relationships?

5. How does the trip contribute to the children's growth in the process of becoming adequate? (11: 187)

The teachers handbook of the Moses Lake District states the following pertaining to field trips:

The Moses Lake School District encourages the use of field trips as a part of the Instructional Program of their schools. Field trips may be used to introduce a new area, as an additional resource to a unit, or as the culminating activity for a unit. In all cases the trip should be well planned. Students must be instructed as to what they should look for and the things to expect while they are out of the school building. (12: 7)

The many sources consulted concerning specific steps to be taken in preparing for a field trip were very much alike. In general the steps could be broken down as follows:

Arrangements with principal. Consulting with the principal to secure approval for a trip is the first item the teacher should undertake.

Costs and other items may be discussed at this time.

Arrangements with place to be visited. The place to be visited should be contacted well in advance of the date planned. How far in advance, size of group, and other items have been included with each resource listed in Chapter IV.

Parents permission. Written permission is often a must for some types of field trips. For a short trip involving no transportation problems this step might be omitted at the discretion of the teacher. A sample parent permission form is included in this study.

Adult leaders. Sometimes with large groups, it may be advisable to ask several parents to accompany the group. This is often done to help acquaint the parents with the schools mode of operation.

If adult leaders are used they should be furnished with a complete list of all children (if any) in their cars.

Transportation. Methods of transportation usually depend on distances and practices of particular localities. This author favors transportation by bus because it often proves more practical by keeping the group together which gives the teacher an easier and more unified control of activities.

If private cars are used precautions must be taken to make sure of the following: that all cars are insured adequately; that the route to be followed is mapped out and understood by all drivers; and that check points are established in case the group becomes separated.

Time involved. Time should be planned very carefully. Trying to do too much in a short amount of time should be avoided. If the trip is to take all day provisions for lunch and rest stops must be made.

Teacher pupil planning. If a student is to understand, enjoy, and receive full benefit from a trip he should take part in the planning. The planning of a trip may motivate the student to do further research on the subject.

Behavior. It is essential that a student realize he is representing his school on a trip. Each student should be made aware of the behavior that is expected of him. Poor behavior can ruin a trip.

Safety. One accident can ruin a trip for not only one group but other groups that might have trips curtailed because of a previous accident. It is extremely necessary that the children are aware of any hazards that may be encountered and the necessity of obeying safety rules.

Final organization. Organize all procedures with the students. Make sure they know exactly where they are going from the time they leave the school until they return. Specific preparation will depend partly on the type of class, no certain procedure will fit all classes.

Evaluation. This is discussed later in the chapter.

The preparation of a class for a resource speaker has not been treated separately because in most ways it parallels that of getting ready for a field trip except for items such as transportation, parent permission and safety.

On the following pages are a sample check list, and parent-permission form that might be used by the teacher before making a trip.

II. CHECK LIST

- _____ Need for trip determined by unit work?
- _____ Set down objectives in writing?
- _____ Select the activity that would best satisfy the objectives of the lesson.
- _____ Decide what type transportation would be needed.
- _____ Discuss trip with the building principal and secure permission to go.
- _____ Call the person in charge of the activity -- select a date and time -- advise as to size of group.
- _____ Send note to parents.
- _____ Secure transportation/insurance forms from principal -- complete and return them.
- _____ Make a list of the insured students (in case of an accident the principal will need to know).
- _____ Discuss objectives of trip with the class and preview the trip and activity.
- _____ Arrange committee or groups to note specific details.
- _____ Execute the trip.
- _____ Evaluate trip with the children.
- _____ Evaluate and make recommendations for future trips.
- _____ Utilize in classroom information obtained.

SAMPLE

III. REQUEST FOR PARENT PERMISSION FORM

School _____

Address _____

Date _____

To the parent of _____ :

The boys and girls in our class are planning to visit _____ (Place to be visited) _____ on (day, date) _____ at (time) _____. We believe that the children will gain much of educational value from the excursion and hope that all will be able to participate.

We plan to go by (transportation) and should return to the school building before classes are dismissed. We will have ample adequate adult supervision on the trip.

Will you please sign and return the enclosed slip if you wish your child to participate in this experience? Thank you.

Sincerely,

Teachers Signature

PARENT-PUPIL PERMISSION SLIP

Date _____

I hereby give permission for my child, or ward, _____ to participate in the educational excursion planned by the teacher and children. I understand that as reasonable precautions will be taken to safeguard my child on this excursion as are taken in all other school activities, and I will not hold the Moses Lake Schools or any of its employees responsible for any accident or loss which might occur.

(Parents or Guardians Signature)

(4: 3)

IV. EVALUATION

It is considered necessary that a teacher evaluate the results of a field trip. It is necessary not only to evaluate the learning that took place, but also the behavior and courtesy that was displayed by the students. The exact type of evaluation conducted will depend on the type of class and the information they were seeking. Because of this it is difficult to include an exact evaluation procedure. However, for the teachers benefit a sample evaluation page has been included.

V. EVALUATION FORM

Teacher's Evaluation Of Field Trip

Teacher's Name _____ Date _____

Place Visited _____

Basic Purpose _____

Grade Class _____ No. of Pupils _____ No. of Adults _____

Method of Transportation _____

Time Left School _____ Arrived Destination _____

Time Left Destination _____ Time Returned School _____

Arrangements

Were transportation plans, guides, food and toilet arrangements etc. satisfactory? _____ What suggestions can you offer to improve these and other factors next time?

Values

Summarize the instructional and social results of this experience as specifically and objectively as you can:

<u>Instructional Values</u>	:	<u>Social Values</u>
(Information, appreciation, motivation, etc.)	:	(attitudes, habits, behavior, etc.)
	:	
	:	

Plans

What plans have been made to follow up this experience through further group and individual activity in school and community?

Suggestions

Do you recommend this trip to other classes of this grade or field? _____

Comment:

What other suggestions can you give for improving this field experience in the future?

(9: 227)

CHAPTER IV

LIST OF RESOURCES

On the following pages are the resources selected from the Moses Lake area as being of educational value.

ACTIVITY: Arden Farms Dairy.

ADDRESS: Wheeler Road & Highway 11-G
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-5641.

PERSON IN CHARGE: Fred Froese. (Production Manager).

WHAT CAN BE SEEN OR DONE:

TIME REQUIRED:

DATES AND HOURS AVAILABLE:

SIZE OF GROUP THAT CAN BE ACCOMODATED:

ADDITIONAL INFORMATION: Is a new plant.

ACTIVITY: Basin Paving Company.

ADDRESS: E. 319 Alder
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-5233.

PERSON IN CHARGE: Mr. Ron Hjaltalin.

WHAT CAN BE SEEN OR DONE: Rock crusher and asphalt processing.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: 11:00 A.M. or 3:00 P.M. best.
Monday through Friday.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 or 20.

RESOURCE PERSON AVAILABLE: Possibly.

ADDITIONAL INFORMATION: Must keep students out of way of equipment. Be
sure and contact ahead of time and make sure both
are operating and in town. They move them around from time to time.

ACTIVITY: Basin Press.

ADDRESS: W. 514 3rd.
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-3081.

PERSON IN CHARGE: Archie Trenner.

WHAT CAN BE SEEN OR DONE: General commercial printing, lineotype, presses,
and equipment for bindery work.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Monday through Friday. Any school time would
be fine.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Would rather break large class in
sections of 10 or 12 students at
a time.

RESOURCE PERSON AVAILABLE: Yes. Archie Trenner.

ADDITIONAL INFORMATION: Please have advance notice.

ACTIVITY: Basin Produce Co., Inc.

ADDRESS: Potato Warehouse
McDonald Siding.

PHONE NUMBER: Rockwell 5-5951.

PERSON IN CHARGE: Mel Reiman, Foreman.

WHAT CAN BE SEEN OR DONE: Running and packaging of potatoes.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Mornings between 9:00 A.M. and 10:00 A.M. or
10:30 A.M. and 11:30 A.M. Any week day.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 25.

ADDITIONAL INFORMATION: None.

ACTIVITY: Beaudry's Hobby and Pet Shop.

ADDRESS: Vista Village Shopping Center
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-7062.

PERSON IN CHARGE: Andy Beaudry.

WHAT CAN BE SEEN OR DONE: All pets, types of fish and etc.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: Morning only any day of the week but Saturday.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 maximum.

ADDITIONAL INFORMATION: Best to call and let know so would be a little prepared.

ACTIVITY: Beck's Lakeview Florists.

ADDRESS: W. 826 Broadway
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-5669.

PERSON IN CHARGE: Mrs. Beck.

WHAT CAN BE SEEN OR DONE: Special demonstration on flower arrangements.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: The tour would have to be arranged at the
time of the request.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 at a time.

RESOURCE PERSON AVAILABLE: Yes. Mrs. Beck.

ADDITIONAL INFORMATION: None.

ACTIVITY: Boeing Airplane Company.

ADDRESS: Stratford Road
Moses Lake, Washington.

PHONE NUMBER: Rockwell 2-5301.

PERSON IN CHARGE: Mr. Paul Carr.

WHAT CAN BE SEEN OR DONE: A general tour through the flight center. The
airplanes can be seen along with the hangars
and the fire station. The fire department will put on a demonstration.

TIME REQUIRED: 45 minutes to 1 hour.

DATES AND HOURS AVAILABLE: Any week day Monday through Friday.
Time: 9:00 A.M. through 4:00 P.M. Evening
tours can be arranged for the Junior High and High School age only.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Approximately 40.

RESOURCE PERSON AVAILABLE: Yes. Mr. Paul Carr or Jack Brookter. (The
adviser would have to tell them in advance
what phase of the project he would want a speaker to talk about).

ADDITIONAL INFORMATION: They would prefer that at least one supervisor
or adult be present per each ten students. They
recommend that no classes under the fourth be taken on this tour as they
don't think it would be of much value to younger students.

ACTIVITY: Bonneville Power Administration.

ADDRESS: Moses Lake Substation
Stratford Road.

PHONE NUMBER: Rockwell 5-6755.

PERSON IN CHARGE: Irvin Duncan.

WHAT CAN BE SEEN OR DONE: How voltage is regulated, protection devices, relays, series capacitors, circuit breakers and transformers. How P.U.D. & B.P.A. are connected. How County as a whole is operated.

TIME REQUIRED: 1 hour more or less depending on how much time the class wants to spend.

DATES AND HOURS AVAILABLE: Monday through Friday 8:00 A.M. till 4:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 10 at a time and if need be two or more trips through can be made.

RESOURCE PERSON AVAILABLE: Yes. Irvin Duncan.

ADDITIONAL INFORMATION: Need lots of advance notice and perferably no real small children as it would not be of much interest to them.

ACTIVITY: Budwiser Dairy.

ADDRESS: 109 Valley Road
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-3332.

PERSON IN CHARGE: Mrs. Wiser.

WHAT CAN BE SEEN OR DONE: Equipment, where it is kept and how it is used.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: Tuesday and Thursdays are the best. Anytime during those days.

SIZE OF GROUP THAT CAN BE ACCOMODATED: A maximum of 15.

RESOURCE PERSON AVAILABLE: Possibly, contact Mrs. Wiser.

ADDITIONAL INFORMATION: It is just too small and crowded to try and take any groups through while processing products.

ACTIVITY: Bureau of Reclamation.

ADDRESS: Moses Lake Watermaster Office
Wheeler Road.

PHONE NUMBER: ROCKWELL 5-5151.

PERSON IN CHARGE: Watermaster. Mr. Bolitho.

WHAT CAN BE SEEN OR DONE: Depends on what arrangements are made for the
tour.

TIME REQUIRED: Depends on what is done.

DATES AND HOURS AVAILABLE: Depends on what is done.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Roads not good enough for the
bus, so would strictly depend on
what type of transportation is furnished.

RESOURCE PERSON AVAILABLE: Yes. Contact Ephrata office for this.

ADDITIONAL INFORMATION: Could not give out too much information, except
they would be glad to conduct a tour. The type
of tour would have to be arranged with the teacher at the time the tour
is planned.

ACTIVITY: Chicago Milwaukee St. Paul & Pacific Railroad Co.

ADDRESS: E. 109 Railroad
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-6191.

PERSON IN CHARGE: George LaValley.

WHAT CAN BE SEEN OR DONE: The telegraph, teletype, station, and tickets.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: Any week day any time.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 12 or 15.

RESOURCE PERSON AVAILABLE: Yes. George LaValley.

ADDITIONAL INFORMATION: None.

ACTIVITY: City Gas Department.

ADDRESS: 401 Balsam - Shop Wheeler Road
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-5655.

PERSON IN CHARGE: Eldon Inghram.

WHAT CAN BE SEEN OR DONE: The tap station, odorizer, and border station.

TIME REQUIRED: 1 hour.

DATES AND HOURS AVAILABLE: Anytime during school hours.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 30.

RESOURCE PERSON AVAILABLE: Yes. Eldon Inghram.

ADDITIONAL INFORMATION: Advance notice is needed.

ACTIVITY: City Hall.

ADDRESS: 401 Balsam
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-5655.

PERSON IN CHARGE: Chet Waggener, City Manager.

WHAT CAN BE SEEN OR DONE: Billing procedures, how city government
operates, a tour of the city hall, court room,
and registration.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Any school date or hour.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 25 maximum.

RESOURCE PERSON AVAILABLE: Yes. Tom Hill.

ADDITIONAL INFORMATION: None.

ACTIVITY: City Police Department.

ADDRESS: Safety Building
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-4511.

PERSON IN CHARGE: Any one on the desk.

WHAT CAN BE SEEN OR DONE: The filing system, jail, arsenal, and
communications.

TIME REQUIRED: 20 minutes.

DATES AND HOURS AVAILABLE: The day shift, until 8:00 P.M. if necessary.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 10 if possible. A group of 20
will be taken through in two
parts so they can get more out of it.

RESOURCE PERSON AVAILABLE: Yes. Anyone on the desk. Call in advance
and they will send an officer to the school.

ADDITIONAL INFORMATION: Approximately one hour notice is necessary.

ACTIVITY: City Sewage Department.

ADDRESS: 902 Penn
Moses Lake, Washington.
- - Disposal Plant
Ivy Street.

PHONE NUMBER: Rockwell 5-4201.

PERSON IN CHARGE: City Engineer.

WHAT CAN BE SEEN OR DONE: The complete disposal processing and plant.
The type of tests that are run and the records that are filed with the State each week. Complete processing from the time of receipt of the waste product until the time that it is released back to the lake.

TIME REQUIRED: 30 minutes at the very least. It can be arranged for any length depending on how much detail you go into.

DATES AND HOURS AVAILABLE: Any day between the hours of 9:30 A.M. and 5:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMMODATED: 25 to 35 students.

RESOURCE PERSON AVAILABLE: Yes. It could be arranged.
City Engineer. (Not the 1st through the 4th grade for this.)

ADDITIONAL INFORMATION: They would like to be called upon at any time.
At the present time they take a considerable number of students through each year.

ACTIVITY: City Shop Department.

ADDRESS: 902 Penn
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-7491.

PERSON IN CHARGE: Mr. Chet Waggener.

WHAT CAN BE SEEN OR DONE: Water Department supplies, maintenance and
equipment.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Any school date or time is fine.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Any size.

RESOURCE PERSON AVAILABLE: Not on this subject.

ADDITIONAL INFORMATION: None.

ACTIVITY: City Street Department.

ADDRESS: 902 Penn
Moses Lake, Washington

PHONE NUMBER: Rockwell 5-4201.

PERSON IN CHARGE: City Engineer.

WHAT CAN BE SEEN OR DONE: The City shop and where all the equipment
is stored. An arrangement could be made to
go during the summer time in nice weather and see the process of the
actual street being done.

TIME REQUIRED: 1/2 to 1 full hour.

DATES AND HOURS AVAILABLE: Any day between hours of 9:30 A.M. and 5:00
P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Maximum of 50.

RESOURCE PERSON AVAILABLE: Yes. Could be arranged. (City Engineer).

ADDITIONAL INFORMATION: They would like to be called upon at any time.
They feel the students would understand more what
a street department is if they took a tour like this.

ACTIVITY: City Water Department.

ADDRESS: 902 Penn
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-4201.

PERSON IN CHARGE: City Engineer.

WHAT CAN BE SEEN OR DONE: Actual pumping from the storage facilities, and what happens after the water gets to the storage tanks. The equipment that is needed to function, maps of the pipes in the city showing how water gets to the homes.

TIME REQUIRED: Complete system - 2 hours.

DATES AND HOURS AVAILABLE: Any day between the hours of 9:30 A.M. and 5:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Maximum of 50.

RESOURCE PERSON AVAILABLE: Yes. It could be arranged. (City Engineer).

ADDITIONAL INFORMATION: Would like to be called upon at any time. Feel that the tour of any public utility would certainly further and help the education value of the student.

ACTIVITY: Columbia Basin Daily Herald.

ADDRESS: W. 805 3rd
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-4561.

PERSON IN CHARGE: Bart Steely.

WHAT CAN BE SEEN OR DONE: A tour can be arranged that will take the
students through the plant, the business
office, the typing department, and the press room.

TIME REQUIRED: The teacher can designate the length of tour they want
and it will be arranged.

DATES AND HOURS AVAILABLE: After 1:30 P.M. on Wednesday.

SIZE OF GROUP THAT CAN BE ACCOMODATED: No more than 20 at a time.

RESOURCE PERSON AVAILABLE: Yes. Ned Thomas (Editor).

ADDITIONAL INFORMATION: None.

ACTIVITY: Columbia Basin Machine Co.

ADDRESS: W. 612 3rd Avenue
Moses Lake, Washington.

PHONE NUMBER: ROCKwell 5-6212.

PERSON IN CHARGE: Mr. Thornberg and Mr. Krueger.

WHAT CAN BE SEEN OR DONE: The complete shop, motor work, manufacturing,
and repairs.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Arrangements will be made at the time a
tour is scheduled.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20.

ADDITIONAL INFORMATION: None.

ACTIVITY: Dietzen's Thriftway Market.

ADDRESS: Ephrata Highway
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-3436.

PERSON IN CHARGE: John Dietzen. If he is not available tell whoever
may answer in the office and they will make the
arrangements.

WHAT CAN BE SEEN OR DONE: The general operation of the grocery store,
how the meat is cut and handled, the bakery,
and whatever else may be of interest.

TIME REQUIRED: Depends on what they want to see and in how much detail.

DATES AND HOURS AVAILABLE: Monday, Tuesday, Wednesday, or Thursday.
Mornings only.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 or 20 maximum.

ADDITIONAL INFORMATION: None.

ACTIVITY: Diamond Laundry and Cleaners.

ADDRESS: W. 723 3rd
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-4641.

PERSON IN CHARGE: Frank Martz (Manager).

WHAT CAN BE SEEN OR DONE: Complete laundry processing and dry cleaning processing.

TIME REQUIRED: 20 minutes to 1/2 hour.

DATES AND HOURS AVAILABLE: The best way is to have the teacher call and agree upon a date and time giving at least a days notice.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 or 20 maximum.

RESOURCE PERSON AVAILABLE: No. Would be happy to do anything possible in plant, but work load is such it is impossible to leave plant.

ADDITIONAL INFORMATION: None.

ACTIVITY: Express Lumber & Building Supplies, Inc.

ADDRESS: E. 1515 Broadway
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-5311.

PERSON IN CHARGE: Mr. Forsyth.

WHAT CAN BE SEEN OR DONE: Types of materials for foundations, framing, roofing, insulation, and the exact procedure and order they should be used.

TIME REQUIRED: Depends on how much interest is shown and how many questions are ask, but approximately 1 hour.

DATES AND HOURS AVAILABLE: Mornings only and any day except Friday or Saturday.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20 maximum.

ADDITIONAL INFORMATION: None.

ACTIVITY: Faber Industrial Supply.

ADDRESS: E. 423 Broadway
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-8666.

PERSON IN CHARGE: Mr. Dallman or Mr. Faber.

WHAT CAN BE SEEN OR DONE: Warehouse of industrial supplies.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: Any week day, but mornings only.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 5 to 7 at a time as isles are
small and the students would
get much more out of it.

ADDITIONAL INFORMATION: Would be a good idea as it would especially
give the future farmers of the Basin a good idea
of what is actually available locally.

ACTIVITY: Grant County Civil Defense.

ADDRESS: 2136 Main
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-7881.

PERSON IN CHARGE: George Dougherty.

WHAT CAN BE SEEN OR DONE: Radio equipment.

TIME REQUIRED: 30 minutes.

DATES AND HOURS AVAILABLE: Almost any school day and hour. Definite time and day will have to be given when called.

SIZE OF GROUP THAT CAN BE ACCOMODATED: A maximum of 40.

RESOURCE PERSON AVAILABLE: Yes. George Dougherty.

ADDITIONAL INFORMATION: Must have 24 hours notice.

ACTIVITY: Grant County Fish Hatchery.

ADDRESS: Stratford Road
Moses Lake, Washington.

PHONE NUMBER:

PERSON IN CHARGE:

WHAT CAN BE SEEN OR DONE:

TIME REQUIRED:

DATES AND HOURS AVAILABLE:

SIZE OF GROUP THAT CAN BE ACCOMODATED:

ADDITIONAL INFORMATION: At the time this paper was written the hatchery
was not completed.

ACTIVITY: Grants Photography.

ADDRESS: E. 119 Broadway
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-3502.

PERSON IN CHARGE: Ted Grant.

WHAT CAN BE SEEN OR DONE: Camera room.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Monday and mornings only.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20 maximum at a time.

ADDITIONAL INFORMATION: None.

ACTIVITY: Hilderbrand Studio and Camera Shop.

ADDRESS: W. 206 3rd
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-6325.

PERSON IN CHARGE: Bill Hilderbrand or B. W. Graham.

WHAT CAN BE SEEN OR DONE: Dark room work, merchandising of camera
equipment and etc.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Monday or Tuesday. 9:30 or 10:00.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 8 or 10 at a time.

ADDITIONAL INFORMATION: None.

ACTIVITY: K.S.E.M. Radio Broadcasting Station.

ADDRESS: W. 2240 Main
Moses Lake, Washington.

PHONE NUMBER: ROckwell 5-3441.

PERSON IN CHARGE: Call anyone at the main office.

WHAT CAN BE SEEN OR DONE: Record library, teletype coming in with
news, commercials on records, additional
teletypes.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: 9:00 A.M. till 4:00 P.M. except not 12:00
noon till 1:00 P.M. Tuesday, Wednesday or
Thursday.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20 to 40 could be accomodated.
Any number of group could be
worked out.

RESOURCE PERSON AVAILABLE: Yes. Mack McKay.

ADDITIONAL INFORMATION: None.

ACTIVITY: K.W.I.Q. Radio Broadcasting Station.

ADDRESS: Broadway Building
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-7843.

PERSON IN CHARGE: Call office.

WHAT CAN BE SEEN OR DONE: Teletype and broadcasting.

TIME REQUIRED: 10 minutes.

DATES AND HOURS AVAILABLE: Any school hours and time.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 10 at a time.

RESOURCE PERSON AVAILABLE: Yes. Call station and arrangements will be made.

ADDITIONAL INFORMATION: None.

ACTIVITY: Lake Bowl.

ADDRESS: Stratford Rd. and Highway 11-G
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-8081.

PERSON IN CHARGE: George Russell.

WHAT CAN BE SEEN OR DONE: The complete operation and how the machines
work.

TIME REQUIRED: 20 or 25 minutes.

DATES AND HOURS AVAILABLE: Most any afternoon - would like advance notice.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Up to 50.

ADDITIONAL INFORMATION: None.

ACTIVITY: Larson Air Force Base.

ADDRESS: Larson Air Force Base
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 2-2331.
Ask for the Public Relations Department.

PERSON IN CHARGE: Sgt. Colvard.

WHAT CAN BE SEEN OR DONE: Depends on the age of the group. Possibilities
are a trip around the base and see how it is
laid out, operation headquarters, the commissary, post exchange, youth
center, schools, and flight line.

TIME REQUIRED: 1 hour.

DATES AND HOURS AVAILABLE: Monday through Friday from 9:00 A.M. until
3:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20 to 25 per group is the ideal
size, not more than 40 at very
most.

RESOURCE PERSON AVAILABLE: Yes. Sgt. Colvard.

ADDITIONAL INFORMATION: They must have supervision.

ACTIVITY: Menan Starch Company.

ADDRESS: Raugust Siding
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-4731.

PERSON IN CHARGE: Golden Hiatt.

WHAT CAN BE SEEN OR DONE: Operation of making starch.

TIME REQUIRED: 30 minutes.

DATES AND HOURS AVAILABLE: 9:00 A.M. - 11:00 A.M. and 1:00 P.M. - 4:00 P.M.
Monday through Saturday.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Any size of group but is so noisy
they would have to go through in
groups of ten so all could hear and understand.

RESOURCE PERSON AVAILABLE: Yes. Golden Hiatt.

ADDITIONAL INFORMATION: Give several days notice.

ACTIVITY: Moses Lake Chamber of Commerce.

ADDRESS: E. 324 Highway 10
Moses Lake, Washington.

PHONE NUMBER: ROCKwell 5-7888.

PERSON IN CHARGE: Mr. Beam in office.

WHAT CAN BE SEEN OR DONE: Maps and brochures of tourist information for Moses Lake, surrounding communities and Grant County.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Set date and time and they will work with you.

SIZE OF GROUP THAT CAN BE ACCOMODATED: A maximum of 50.

RESOURCE PERSON AVAILABLE: Yes. Mr. Beam.

ADDITIONAL INFORMATION: It would be very interesting for a geography class. The 5th grade is the lowest grade that could be accomodated with interest.

ACTIVITY: Moses Lake Fire Department.

ADDRESS: E. 327 Balsam
Moses Lake, Washington.

PHONE NUMBER: ROCKwell 5-3811.

PERSON IN CHARGE: Capt. Jensen.

WHAT CAN BE SEEN OR DONE: General equipment, the turn out gear, all the
procedures for handling a call from beginning
to the end.

TIME REQUIRED: 20 minutes.

DATES AND HOURS AVAILABLE: Any day. Preferably in the afternoon after
1:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20 or 25 is the best size, but
they can handle more if necessary.

RESOURCE PERSON AVAILABLE: Yes. Capt. Jensen.

ADDITIONAL INFORMATION: None.

ACTIVITY: Moses Lake Museum.

ADDRESS: 5th & Balsom
Moses Lake, Washington.

PHONE NUMBER: ROckwell 5-7581.

PERSON IN CHARGE: Mr. Hopkins.

WHAT CAN BE SEEN OR DONE: Exhibits.

TIME REQUIRED: Any length.

DATES AND HOURS AVAILABLE: Afternoons only in winter, Tuesday through Friday.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Any size group. Has had as many as 40 at one time.

RESOURCE PERSON AVAILABLE: Yes. Mr. Hopkins could explain the history of the museum and how and where they got there exhibits.

ADDITIONAL INFORMATION: None.

ACTIVITY: Moses Lake T.V. Inc.
(Cable)

ADDRESS: Wheeler Road & Highway 11G
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-6151.

PERSON IN CHARGE: Pat Hughes.

WHAT CAN BE SEEN OR DONE: The microwave system and equipment, how signals
are picked up, and how they are put through
cables and then sent to homes.

TIME REQUIRED: $1\frac{1}{2}$ hours.

DATES AND HOURS AVAILABLE: Tuesday through Friday 9:00 A.M. till 12:00
Noon or 1:00 P.M. till 4:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: A maximum of 20.

RESOURCE PERSON AVAILABLE: Yes. Contact Pat Hughes and she will make
the arrangements.

ADDITIONAL INFORMATION: None.

ACTIVITY: Moses Lake Veterinary Clinic.

ADDRESS: E. Broadway
Moses Lake, Washington.

PHONE NUMBER: ROCKWELL 5-3221.

PERSON IN CHARGE: Dr. Bodie.

WHAT CAN BE SEEN OR DONE: Depends on what they have at the time. It
might be possible to perform some type of
operation if given good advance notice.

TIME REQUIRED: 1 hour.

DATES AND HOURS AVAILABLE: Any day 8:00 A.M. until 5:30 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 maximum.

RESOURCE PERSON AVAILABLE: Yes. Dr. Bodie, Dr. Goodwin, or Dr. Jelmsberg

ADDITIONAL INFORMATION: None.

ACTIVITY: Pacific Gardens Nursery.

ADDRESS: 1048 Pacific
Moses Lake, Washington.

PHONE NUMBER: ROCKWELL 5-4245.

PERSON IN CHARGE: James Ellis.

WHAT CAN BE SEEN OR DONE: Very little now, but when the green house
is growing it is very interesting.

TIME REQUIRED: 1/2 hour approximately.

DATES AND HOURS AVAILABLE: Let them know two or three days in advance
and they will make arrangements at that time.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 to 20 best.

RESOURCE PERSON AVAILABLE: Yes. James Ellis.

ADDITIONAL INFORMATION: None.

ACTIVITY: P.I.E. Inc.

ADDRESS: W. 1124 Highway 10
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-4511.

PERSON IN CHARGE: Mr. Snyder.

WHAT CAN BE SEEN OR DONE: Freight transportation and how it is handled.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Any day but Monday.
10:30 A.M., 11:00 A.M., or 1:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20 or 25 maximum.

ADDITIONAL INFORMATION: Would be very glad to have them.

ACTIVITY: Pacific Telephone Northwest.

ADDRESS: Business Office - E. 206 Alder
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-8671.

PERSON IN CHARGE: Russ Hicks.

WHAT CAN BE SEEN OR DONE: The entire central office. They have a large storage garage, but do not believe that it would be of any value.

TIME REQUIRED: Adjustable as to what the teacher requests.

DATES AND HOURS AVAILABLE: Any day between 9:00 A.M. and 4:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 or 20 at a time, but arrangements can be made for more than one group if the classes are larger.

RESOURCE PERSON AVAILABLE: Yes. Contact Russ Hicks.

ADDITIONAL INFORMATION: They should have a couple days notice. They have a talk, movies and etc. that are available for the entire student body that a man from the Spokane office does. Would be almost impossible for a smaller group to have this though.

ACTIVITY: Peoples National Bank of Washington.

ADDRESS: W. 104 Broadway
Moses Lake, Washington.

PHONE NUMBER: R0ckwell 5-3407.

PERSON IN CHARGE: Mr. Stanley Wisch.

WHAT CAN BE SEEN OR DONE: The vault and machines on the main floor.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: Any week day but Monday or Friday before
10:00 A.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: A maximum of 20.

RESOURCE PERSON AVAILABLE: Yes. Stanley Wisch.

ADDITIONAL INFORMATION: None.

ACTIVITY: Public Library.

ADDRESS: 320 Wheeler
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-7181.

PERSON IN CHARGE: Shirley Hake, Head Librarian.

WHAT CAN BE SEEN OR DONE: Depends on the age of the children. The
Library in general and the card catalog system.
Stories can be told if the teacher wants them.

TIME REQUIRED: 30 to 45 minutes.

DATES AND HOURS AVAILABLE: Arrangements will be made to suit the teacher.
The morning is better for the library because
they are not so busy then.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 15 to 20 or more if necessary.

RESOURCE PERSON AVAILABLE: Yes. Shirley Hake.

ADDITIONAL INFORMATION: They prefer that the teacher comes down ahead of
time and gets application cards for the parents
to sign so the students can get their library card at the same time. They
prefer that time be allowed for them to check out books also.

ACTIVITY: Public Utility District of Grant County.

ADDRESS: W. 312 3rd
Moses Lake, Washington.

PHONE NUMBER: ROCKwell 5-3451.

PERSON IN CHARGE: Mr. Ed Tull.

WHAT CAN BE SEEN OR DONE: Depends on the age of the students. Substation, switching station, local office, possibly the hydro facilities on the Columbia river. The main part is in Ephrata but is still available if the teacher wants it.

TIME REQUIRED: Depends on what they want to see. (Perhaps an hour or longer or shorter).

DATES AND HOURS AVAILABLE: Monday through Friday. Any school hours.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 30 or 40 could be handled.

RESOURCE PERSON AVAILABLE: Yes. Mr. Ed Tull.

ADDITIONAL INFORMATION: Make arrangements in advance.

ACTIVITY: Samaritan Hospital.

ADDRESS: Wheeler Road
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-3636.

PERSON IN CHARGE: Rod Gannon.

WHAT CAN BE SEEN OR DONE: Xray room, lab, pharmacy, patients rooms,
and the corridors to the emergency and
maternity rooms.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: Afternoons best. Call two or three days in
advance of the tour for exact time and date.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 30 maximum.

ADDITIONAL INFORMATION: None.

ACTIVITY: Seattle-First National Bank
Basin Branch.

ADDRESS: E. 103 3rd
Moses Lake, Washington.

PHONE NUMBER: ROckwell 5-3473.

PERSON IN CHARGE: Mr. Lindsey.

WHAT CAN BE SEEN OR DONE: Complete tour of bank and facilities.

TIME REQUIRED: Anywhere from 15 minutes to 1 hour depending on how
thorough the adviser wants to go into it.

DATES AND HOURS AVAILABLE: Any week day but Monday and Friday. Mornings
preferred.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Approximately 30.

RESOURCE PERSON AVAILABLE: Yes. Mr. Lindsey.

ADDITIONAL INFORMATION: None.

ACTIVITY: Sigman's Bakery.

ADDRESS: W. 944 3rd
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-6851.

PERSON IN CHARGE: Mr. Everett Henson.

WHAT CAN BE SEEN OR DONE: All of equipment they have.

TIME REQUIRED: 15 minutes.

DATES AND HOURS AVAILABLE: Tuesday or Wednesday, 10:30 A.M. or 11:00 A.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 12 or 15 maximum.

ADDITIONAL INFORMATION: None.

ACTIVITY: T.V. & Radio Service Co.

ADDRESS: Vista Village Shopping Center
Moses Lake, Washington.

PHONE NUMBER: ROckwell 5-7252.

PERSON IN CHARGE: Ivan Neal.

WHAT CAN BE SEEN OR DONE: Operations of a TV, instruments they have to work with, and anything else they have that would be of interest.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Any week day, but mornings only.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 35 or 40.

ADDITIONAL INFORMATION: None.

ACTIVITY: U & I Sugar Co.

ADDRESS: Wheeler Road
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-4571.

PERSON IN CHARGE: Clark Jones (Plant Manager).

WHAT CAN BE SEEN OR DONE: Processing and trip through the plant. See
come in, slicing process, how they extract
juice, etc.

TIME REQUIRED: 1 hour.

DATES AND HOURS AVAILABLE: After the 10th of October. Anytime from
1:00 P.M. till 6:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 20 through at one time.

RESOURCE PERSON AVAILABLE: Yes. Contact Clark Jones, Plant Manager and
he will make the arrangements.

ADDITIONAL INFORMATION: After the 10th of October because they have
special guided tours then.

ACTIVITY: United Concrete Pipe Corp.

ADDRESS: Large Plant - E. Broadway
Small Plant - 111 Stratford Road
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-3491.

PERSON IN CHARGE: Jay Smoot.

WHAT CAN BE SEEN OR DONE: Process of how the pipe is made.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Monday through Friday and any school time.

SIZE OF GROUP THAT CAN BE ACCOMODATED: 30 or 40.

ADDITIONAL INFORMATION: Arrangements would have to be made in advance to be sure they are in operation.

ACTIVITY: Post Office.

ADDRESS: 312 Division
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-5221.

PERSON IN CHARGE: Arthur Freeburg, Postmaster.

WHAT CAN BE SEEN OR DONE: Handling of mail.

TIME REQUIRED: 1 hour.

DATES AND HOURS AVAILABLE: Mornings only. Shortly after 9:00 A.M. is
the best time. Weekdays only.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Class could be split in two, but
not over 20 through at a time.

RESOURCE PERSON AVAILABLE: Yes. Arthur Freeburg.

ADDITIONAL INFORMATION: None.

ACTIVITY: Washington State Patrol.

ADDRESS: E. 500 3rd
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-6171.

PERSON IN CHARGE: Sgt. Gardener.

WHAT CAN BE SEEN OR DONE: How drivers licenses are issued and the
general building here.

TIME REQUIRED: 20 minutes.

DATES AND HOURS AVAILABLE: Any school hours or days.

SIZE OF GROUP THAT CAN BE ACCOMODATED: Regular classes.

RESOURCE PERSON AVAILABLE: Possibly.

ADDITIONAL INFORMATION: Really nothing of interest for older classes,
but possibly the smaller children would be
interested. Have no radio facilities at this location.

ACTIVITY: Washington State Employment Service.

ADDRESS: W. 815 3rd
Moses Lake, Washington.

PHONE NUMBER: Rockwell 5-4554.

PERSON IN CHARGE: Marvin Ray.

WHAT CAN BE SEEN OR DONE: How they place people in jobs, how unemployment compensation works and is handled, and how the farm labor placement office works.

TIME REQUIRED: 30 to 45 minutes.

DATES AND HOURS AVAILABLE: Wednesday, Thursday, and Friday from 8:00
A.M. till 4:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: A maximum of 15.

RESOURCE PERSON AVAILABLE: Yes. Marvin Ray.

ADDITIONAL INFORMATION: None.

ACTIVITY: Western Union Telegraph Company.

ADDRESS: West 116 - 4th
Moses Lake, Washington.

PHONE NUMBER: ROCKwell 5-3291.

PERSON IN CHARGE: Jack Robinson (or Office Supervisor on duty).

WHAT CAN BE SEEN OR DONE: Depending on the age of the students as to what the tour would consist of. The following are all possible: How tapes are made, how tapes are sent, how tapes are received, some of the various services to the customers, and the other equipment that is in the back room.

TIME REQUIRED: 1/2 hour.

DATES AND HOURS AVAILABLE: Week days, preferably Tuesday, Wednesday or Thursday as Monday and Friday seem to be their busy days. Time: between 10:00 A.M. and 5:00 P.M.

SIZE OF GROUP THAT CAN BE ACCOMODATED: They could take a class of any size, but would only be able to take 10 through at a time so that each student could see and get better value out of the tour.

RESOURCE PERSON AVAILABLE: Yes. Jack Robinson (or Office Supervisor on duty). Would need some advance notice on this also.

ADDITIONAL INFORMATION: They would need some advance notice (two days if possible). They would be very glad to have classes tour the office here and seem to think that it would be of considerable interest to the students.

CHAPTER V

SUMMARY, RECOMMENDATIONS AND CONCLUSIONS

Summary. Since it is considered necessary that field trips be well organized this paper has been written to: (1) provide a clear, concise, convenient guide to the educational community resources in the Moses Lake area; (2) to assist the Moses Lake teachers in planning and carrying out field trips; (3) to provide a device that will help save time in the pre-planning as well as the carrying out and evaluating of field trips. Since a guide to community resources has not previously been provided in Moses Lake this guide, the author believes, should save teachers time and effort in preparing for field trips.

Recommendations. (1) A field trip should be well planned. A poor trip is usually the results of poor planning. (2) This guide should be transferred to cards and put in each of the Moses Lake schools in the form of a card catalog. (3) Teachers should be free to add to or delete from the list as they use it. (4) This guide should not be used as a device to relieve the teacher of pre-planning responsibilities, but as an aid to planning and carrying out field trips.

Conclusion. This paper has shown that many diversified resources are available in the Moses Lake area. All of the businesses contacted were truly interested and very willing to open their doors to our students. Now that this guide has been provided the teacher will save

much time and energy in finding resources and carrying out field trips. With a small amount of effort a resource can be located and the teacher can determine easily if the trip is the type that will supplement his classroom teaching, and further the students knowledge of a subject.

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