

Dear Educator:

Thank you for your interest in the Clarke Historical Museum. We look forward to your visit with _____ School on _____ at _____ consisting of your _____ grade class of _____ students and _____ chaperones, touring the Main Hall and/or the Native American Room. We can accommodate tours of no more than 50 students at a time; groups are divided in half, with one half taking a tour of the Native American wing while the other half tours the main hall. Halfway through, the groups switch sides. Tours typically last one hour; please let us know if you'd like a shorter or longer tour. We request a donation of \$25 per class; there is a waiver for schools that cannot afford this. Let us know if you'd like to apply for financial assistance (there is a form to fill out). Please read the following information carefully to ensure a successful tour for your class.

It is very important that your group arrives on time for their tour. Our volunteer docents are already donating their time; please be respectful of them. If there is an emergency and you will not be here on time, let us know immediately (443.1947). Also, if you need to cancel your tour for any reason, we ask that you give us 48 hours' notice.

MUSEUM ETIQUETTE:

Museum objects are often old and fragile; it is important that children be instructed not to run or jostle each other and not touch anything beyond the designated "touchable items". No food, beverages, or gum are allowed during tours. Photos *without flash* are allowed.

So that everybody can enjoy and learn from this visit, instruct the children to talk quietly and respect the volunteer tour guides. Remind the accompanying adults that their first responsibility is overseeing the student's behavior; they should not bring pre-school children with them and not use cell phones or spend their time chatting with other adults. We look to chaperones to pull aside any students that are disrupting the tour or that need individual attention. We have a gift shop with many items; please notify us ahead of time if children will be allowed to make purchases.

EXHIBITS:

Exhibits in both the Main Hall and the Native American Hall change frequently so that different subjects can be covered, and items rotated out of storage. We strongly encourage teachers to visit the museum ahead of time as well to get a better idea of the museum layout and the current exhibits. The Museum is open Tuesday-Saturday, 10 am-6 pm and Sundays from 10 am to 3 pm. We are a donation-funded museum so there is no set price for admission should you choose to visit before the trip. A preliminary visit might help you prepare a "treasure hunt" or questions for which students can look for answers.

Tours are designed to reinforce information taught in the classroom. Make sure to prepare your students with a foundation of knowledge before the tour. Contact the museum in advance if there are specific topics you'd like us to cover and we will do our best to accommodate. Our website, www.clarkemuseum.org, features photos and information on our exhibits, the museum's history, and

more. If you would like to speak to someone on the museum staff about the museum or the exhibits, you can set up an appointment with museum staff by contacting caitlyn@clarkemuseum.org.

Trained Volunteer docents will guide your tours, but the more prepared the students are, the more worthwhile the museum visit will be.

ADDITIONAL RESOURCES:

Included with this letter is a sample scavenger hunt. You are welcome to print copies of this for your students if you would like to include this activity with the tour. Make sure to let us know if a scavenger hunt will be part of the tour and we will plan accordingly.

OUTREACH OPPORTUNITIES:

The Clarke also has offers an Outreach program when a field trip to the museum isn't possible. Trained volunteers will bring to the class a kit of touchable items that demonstrate different aspects of local history. This program requires a \$25 donation for schools within the Eureka/Arcata area and an additional \$.51 per mile for areas outside of Eureka/Arcata up to 60 miles roundtrip.

We look forward to your visit. Do not hesitate to contact us with any questions or concerns.

I have read and understood this letter. I understand that it is my responsibility to prepare my students and chaperones before our trip by going over museum etiquette and basic information on the museum. I understand that my field trip will not be recorded as confirmed on the museum's schedule until this letter is returned with payment (if I am requesting a docent led tour), an application for a fee waiver, or the indication that I will be doing a self-guided tour. I understand that if I am requesting a self-guided tour, I must print the self-guided tour/scavenger hunt form which is included with this letter or create my own.

Print your name

Sign here

Date

Please Circle one: Docent Tour or Self-Guided Tour

Scavenger Hunt

Humboldt County Overview

1. Name three rivers that run through Humboldt County.
A.
2. What is the State Gem for California?
A.
3. Name two birds native to Humboldt County.
A.
4. Who was the founder of the Museum? What was their occupation?
A.
5. Name one museum artifact that came to Humboldt County around the Horn of South America.
A.
6. Where was Eureka's Chinatown located?
A.

Nealis Hall

1. Name the five local tribes discussed in the Native American room.
A.
2. Name three staple foods that local tribes ate.
A.
3. Why is the Yurok family house partially underground?
A.
4. When was Humboldt Bay "rediscovered"?
A.
5. Name two materials used in making ceremonial dress.
A.
6. Name two important ceremonies held by local tribes. What are they for?
A.
7. Name two basket weave designs.
A.
8. Name one function for which local tribes used baskets.
A.
9. Draw a sketch of a Yurok plank house.