

DeFelice Marine Center

LUMCON

Cocodrie, LA

Field Trip Handbook

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Field Trip Handbook
LUMCON's DeFelice Marine Center

Cocodrie, LA

LUMCON specializes in designing powerful place-based marine, environmental, and science learning experiences in the marine environments surrounding the Marine Center. The LUMCON Marine Education Program focuses on scientific research promoting student awareness of marine and coastal environments, and human and environmental connections to land and exploring the scientific process emphasizing its role in making environmental decisions. Our educators train the next generation of problem solvers, researchers, and ocean literate citizens. At the Marine Center, learners attending field trips are fully integrated into the research culture of a working marine laboratory. They will often have the chance to eat meals, share research assets, and make significant contributions to the research programs. LUMCON has something to offer to any learner, no matter where they are in their academic careers.

LUMCON Marine Education Programs take advantage of the surrounding environments and the resources at the Marine Center to get people in the natural landscape. Participants learn and use a variety of sampling and lab methods appropriate to make connections between themselves and the resources they are learning about.

LUMCON strives to make marine science education is available to everyone who wants one. One of our core values to ensure that everyone has a respectful and safe place to learn at Louisiana's premier marine science research and education center. This field trip guide is intended as a starting point for helping you know what kinds of learning activities that LUMCON has available. Since LUMCON takes pride in being able to tailor every field trip to the specific needs of groups, please do not hesitate to contact the LUMCON Marine Education department (education@lumcon.edu) to discuss the program options unique to your group.

LUMCON educates an average of 3000-4000 students per year through our place-based programs at the Marine Center. LUMCON provides K-12 students with opportunities to spend time in observation and active inquiry focused on Louisiana coastal and marine environments. All program activities are led by LUMCON's highly trained education staff and emphasize the scientific process, skill-building, the processes controlling coastal development and change, the value of Louisiana natural resources, and threats to these resources from natural and anthropogenic factors. All K-12 field trip activities can be linked to NGSS and are designed to be hands-on, place-based, and skill-based to promote student engagement and learning.

Trip Duration

Field Trip duration is based on the availability of the teachers and their students. LUMCON offers field trip activities on weekdays and the weekend. Students can spend between ~4 hours and ~72 hours at a LUMCON facility participating in activities that are tailored to the skills and experience level of the group.

Participant Group Numbers

LUMCON can accommodate participant group sizes from 10 people to 55 people per day (depending on activities). *Participant group size includes the students, teachers, and any chaperones that attend.*

- Half Day (1-4 hours): 55 maximum participants
- Full day (5-8 hours): 55 maximum participants
- Overnight: 45 maximum participants

If a school/organization has more than 25 participants, the participants will be divided into smaller groups and then rotate through activities.

Itinerary

Itineraries for trips can be requested by emailing education@lumcon.edu. Typically, trip itineraries will follow the sample outlined later in this document. Group leaders will check-in at the front desk as soon as their group arrives. LUMCON Marine Educator will meet with you to give you a brief update or needed changes to the itinerary. Notify the Educator know if your departure time needs to be sooner than what you requested during the reservation process. This may necessitate modifications to the planned activates. Group participants can then be brought into the facility. LUMCON educators will provide an opportunity for participants to use the restrooms and get organized. Activities will begin immediately once everyone is assembled. Educators will lead participants to activities.

The following is a list of topics that are included in this document. Each topic is a link that will help you navigate to the section you want.

CONTENTS:

- **PROGRAM TOPICS & ACTIVITIES**
- **SAMPLE ITINERARIES**
- **RULES & FEES**
- **GROUP LEADER / CHAPERONE CODE OF CONDUCT**
- **LODGING AND MEALS**
- **HOW TO SCHEDULE**
- **CONTACT INFORMATION**
- **POLICIES**
- **DRIVING DIRECTIONS**
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PROGRAM TOPICS

Field trips traditionally incorporate both field (outdoor) and lab (indoor) components, and in some cases, lectures or discussions all designed to enhance the best educational experience in marine science. LUMCON Marine Education offers a wide variety of activities that can be modified to highlight a number of topics and themes.

Coastal Communities

- Plant Identification
- Animal Identification
- Plankton

Habitats/Ecosystems

- Salt Marshes
- Barrier Islands
- River Systems
- Bays
- Estuaries
- Ocean

Biology

- Organism anatomy/biology
- Biodiversity
- Population dynamics
- Photosynthesis/respiration

Earth Systems

- Water cycle
- Atmosphere/water interactions

Oceanography

- Exploration
- Bathometry
- Processes
- Biology
- History
- Habitats

Marine Science Careers

- Types of careers
- Career paths
- Academic paths

Ecology

- Wetland ecology
- Plant ecology
- Invertebrate ecology
- Vertebrate ecology

Geo Sciences

- Delta Lobe Cycle
- Subsidence
- Erosion
- Sediments

Human Impacts on Marine and Coastal Communities

- Harmful Algal Blooms
- Marine Debris
- Pollution
- Invasive Species
- Ecosystem Value

Current Environmental Topics

- Oil spills
- Restoration
- Sea level rise
- Water quality
- Hypoxia

LUMCON

- Current Research Programs
- Partnerships
- History

The following pages list all of our most popular activities that you can select from for group activities that incorporate the themes or topics from the list above. Most activities can be modified to meet the needs of any group.

Each activity may have additional guidelines and safety protocols in place to ensure learner safety and proper use of equipment. LUMCON Marine Educators will give specific instructions before and during each activity. Group teachers/chaperones should monitor and correct student behaviors that are not following the stated instructions for safety. LUMCON Marine Education staff have the right to cancel/modify any activities if safety becomes a concern.

PROGRAM ACTIVITIES

Indoor Activities

Guided Tour of the Marine Center

Grade Level: Appropriate for most grade levels

Duration: 30-60 minutes

Description: Participants get a chance to tour the non-public research areas and interact with some of the science staff (during working hours). Learn more about the DeFelice Marine Center, the research programs, and the valuable marine science research assets housed at the Marine Center.

Comfortable walking shoes are suggested. Adults should monitor students for behavior while touring research areas.

Plankton Laboratory

Grade Level: Appropriate for most grade levels

Duration: 30-120 minutes

Description: Students learn or practice valuable microscopy skills. Water samples collected by LUMCON educators or by students are taken back to the lab where student can view samples under stereo or compound microscopes to assess population densities and structure. Topics that are often covered in this activities can include types of plankton, aquatic organism classifications, photosynthesis, respiration, food webs, tropic levels, energy transfer, hypoxia, cell structure, and form and function.

This lab required the use of microscopes. Adults should monitor students for their safety and proper handling of the equipment. Some objects in this lab could be sharp (if broken).

Fish External Anatomy Laboratory

Grade Level: Appropriate for grades 4 and up (can only be done when specimens are available)

Duration: 30-70 minutes

Description: Students use frozen or preserved specimens to discover how different fishes use body shape and other adaptions to live in aquatic ecosystems. Students will learn the names of each external body feature and the uses of each of those features. Other topics can include aquatic ecosystems, adaptations to life in the ocean, the physical and chemical nature of water, food webs and energy transfer. This activity can be integrated with the Internal Anatomy Laboratory.

Some objects handled in this lab could be sharp, rough, or delicate. People with seafood related allergies should be informed.

Fish Internal Anatomy Laboratory

Grade Level: Appropriate for grades 6 and up (can only be done when specimens are available)

Duration: 40-70 minutes

Description: Students learn to use proper dissecting techniques to explore the internal anatomy of a common Louisiana fish. Students will participate in a dissection of frozen specimens to lean about the organs and internal features of a fish. Topics covered in this activity can also include form and function, body shapes, predator/prey interactions, hunting and feeding strategies, predator avoidance techniques, and comparisons of living in a terrestrial vs. aquatic ecosystem. This activity can be integrated with the External Anatomy Laboratory.

Some objects handled in this lab could be sharp, rough, or delicate. People with seafood related allergies should be informed.

Indoor Activities (continued)

Invertebrate Anatomy Laboratory

Grade Level: Appropriate for grades 6 and up (can only be done when specimens are available)

Duration: 40-70 minutes

Description: Students learn to use proper dissecting techniques to explore the internal anatomy of a common Louisiana squid or crab species. Students will participate in a dissection of frozen specimens to leaners about the organs and internal features of a squid or crab. Topics covered in this activity can also include form and function, external body features, predator/prey interactions, hunting and feeding strategies, predator avoidance techniques, and comparisons of living in a terrestrial vs. aquatic ecosystem.

Some objects handled in this lab could be sharp, rough, or delicate. People with seafood related allergies should be informed.

Data Report Out

Grade Level: Appropriate for most grade levels

Duration: 30-60 minutes

Description: Participants will look at data collected over various activities and connect those data to the world around them. Students can then answer scientific questions or make comparisons based on the data. Students may be asked to graph or make tables of their data and explain why they got the results they did.

Coastal Waters Art Studio

Grade Level: Appropriate for most grade levels

Duration: 40-70 minutes

Description: LUMCON educators will convert one of our science labs to an art makerspace for students to create artwork to help communicate science. Students will be given a challenge determined by their science activities to artistically communicate something they learned here at the Marine Center. In this activity science and art share the space to stretch the creative minds of students.

Art is fun, but can be messy. Participants should wear clothing that is appropriate for the creation of art.

Outdoor Activities

All outdoor program activities requires participants to be informed that they are going to be learning in a saltmarsh environment and that there is a likelihood that they could get wet and muddy. Some activities may also require the handing of plants and animals (e.g. snails, shrimp, and small fishes). People with seafood allergies should be informed there is a potential for contact.

All participants are required to have closed-toe/heel shoes or boots that fit securely onto their feet. No crocs or flip-flops are allowed. They should also be wearing clothing appropriate for the season and forecasted coastal conditions. Participants should bring an extra pair of shoes, socks and a bag to put wet/muddy items in for the trip home. Hats, sunscreen, bug spray, and water bottles are very important items.

In some cases all participants will be given safety training before an activity. This is especially true of any activates that requires a kayak or vessel. In many cases, wearing a lifejacket will be required. Participants are encouraged to bring their own if they have one. Otherwise LUMCON will supply one. Group leaders should notify LUMCON educators if there is anyone who is unable to swim.

Scientific Pond Collection

Grade Level: Appropriate for grades Pre-K-5th

Duration: 20-40 minutes

Description: Students explore the life that lives on the marsh edge. Topics include estuaries, marsh habitats, water quality, marsh residents, invertebrates, vertebrates, animal anatomy and body shapes, the scientific process, and introduction to data collection.

Marsh Walk/Salt Marsh Field study

Grade Level: Appropriate for most grade levels

Duration: 20-120 minutes

Description: For lower grade levels this is a valuable introduction to salt marshes. A short walk through a marsh allows students to understand the diverse and valuable animal habitat that salt marshes provide. For higher grade levels this activity becomes more of a study of salt marsh ecology. Students will participate in one or more of the following: elevation profiling, vegetation transects, periwinkle assessment, fiddler crab population assessment, plant identification, and sediment cores.

Marsh Transecting

Grade Level: Appropriate for grades 6-12

Duration: 60-140 minutes

Description: Students will use field techniques to gather information about salt marsh sites along a measured line through a study area. Student data will consist of vegetation data, fiddler crab and/or periwinkle population data, and water height. Students can then graph data and make conclusions about their research site. Topics covered include vegetation identification, salt marsh ecology, salt marsh inhabitants, land loss, environmental stresses, environment and landscape changes, sea level rise, and data analysis and management.

Outdoor Activities (continued)

Fiddler Crab Population Assessment

Grade Level: Appropriate for grades 3-12

Duration: 60-120 minutes

Description: This activity is designed to get students to understand the fiddler crab population on the grounds around the Marine Center and surrounding salt marsh. Students will use data they collect to make conclusions about how fiddler crabs survive, interact with their environment, choose where to live, how they behave to ensure population survival, and how human activities may impact the population.

Relative Elevation Profiling

Grade Level: Appropriate for grades 6-12

Duration: 60-140 minutes

Description: Students will be taught the techniques to measure and collect data to make an elevation profile for a measured line either on the Marine Center grounds or in the surrounding salt marsh. Students will then graph the data to create a two-dimensional cross sectional view of the landscape along a line between two locations. Topics include field research techniques, the scientific process, marsh ecology, land loss, delta lobe cycle, watersheds, estuaries, and data analysis and management.

Intro to Understanding Coastal Landscapes

Grade Level: Appropriate for grades 8-12

Duration: 60-120 minutes

Description: Students get a hands-on experiences and instruction to better understand Louisiana's changing coastal landscape. Through data collection using common field techniques, students will learn to use compasses, collect elevation data, and create maps. Topics covered in this activity can include land loss, tides, wind and water currents, mapping, use of technology, environmental monitoring, datasets and data management, and restoration.

Some activities will require outdoor activities. Participants should wear comfortable shoes/boots and clothing appropriate for the season and different weather conditions. Hats, sunscreen, bug spray, and water bottles are recommended.

Water Sampling

Grade Level: Appropriate for grades 5-12

Duration: 40-120 minutes

Description: Students will learn valuable techniques for collecting and analyzing water samples in the field. They will learn what each parameter is, how it relates to other parameters, and what it means to the entire ecosystem. This is a meaningful activity for introducing students to the coastal environment. This activity can easily be incorporated into other activities so student can begin to understand how water quality influences coastal ecosystems and the organisms that live in them.

Outdoor Activities (continued)

Field Investigation (Indoor and Outdoor components)

Grade Level: Appropriate for most grade levels

Duration: 30-120 minutes or longer if needed

Description: Students put the scientific process to work in this exciting activity. Students will practice how to conduct an investigation all the way from question to presentation of results. They will learn how research proposal and budget, experimental design, variables, data table setup and analysis, graphing, and drawing conclusions from their data all come together to create scientific findings.

Research Cruise

Grade Level: Students must be 12 years old or older to participate

**Additional costs are associated with this activity. See the fees by using this link.

Duration: 3-4 hours

Description: This activity gives students that opportunity to experience what it is like to do science on board a research vessel. Students will board the R/V *Acadaina* and participate in the collection of plankton, nekton, and benthic samples. This is a great way for students to learn more about bay ecosystems and estuaries. All activities on board are about collecting data that helps LUMCON monitor the area around the Marine Center. Students should be prepared to work to sort through samples and collect data needed for post-cruise activities.

A minimum of 3.5 hours is required for this activity. There is a participant limit of 25 maximum (includes students and teachers/chaperones)

Salt Marsh Paddling Trip

Grade Level: Students **must be 12 years old** or older to participate
**Additional costs are associated with this activity. See the fees by using this link.

Duration: 60-90 minutes

Description: The paddling trip is a guided tour of the salt marsh that surrounds the Marine Center. Students will make stops at areas of interest along the route. Plant and animal life will be discussed, along with some information about how the marshes react to different environmental stresses. This activity is dependent on the weather and water conditions. LUMCON does not guarantee all groups that request this activity will be able to participate. LUMCON educators have the right to cancel for any reason that compromises the safety of participants.

Blue Crab Population Assessment

Grade Level: Appropriate for grades 7-12
**For Overnight groups only

Duration: 60-90 minutes

Description: Students will learn how to use mark-release-recapture methods to measure the size of the blue crab population in the front pond. Students will be asked to collect crabs, mark them, and release them. They will then use basic math skills to estimate the size of the population using data from other groups.

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Sample Itineraries for a Half Day Field Trip

(Average length of ~4 hours)

Sample 1

- Group Arrives - Welcome and Introduction
- Scientific Pond Collection
- LUNCH
- Plankton Lab
- Tour of the Marine Center
- Group Departs

Sample 2

- Group Arrives - Welcome and Introduction
- Water Quality Sampling
- Marsh walk
- LUNCH
- Group Departs

Sample Itineraries for a Full Day Field Trip

(Average length of ~6 hours)

Sample 1

- Group Arrives
- Welcome and Introduction
- Water Quality Sampling
- Plankton Lab
- LUNCH
- Scientific Pond Collection
- Tour of the Marine Center
- Group Departs

Sample 2

- Group Arrives
- Welcome and Introduction
- R/V Acadiana Trip
- LUNCH
- Plankton Lab
- Salt marsh Paddling Trip
- Group Departs

Sample Itinerary for an overnight trip

Not all overnight trips need to be 3 days and 2 nights. Overnight trips can be 2 days and one night as well.

Day 1

- Group Arrives
- DINNER
- Welcome and Introduction
- Introduction to Louisiana's wetlands lecture

Day 2

- BREAKFAST
- R/V Acadiana Cruise
- LUNCH
- Salt marsh Paddling Trip
- Scientific Pond Collection
- DINNER
- Plankton Lab
- Fish Anatomy lab

Day 3

- BREAKFAST
- Group Departs

GROUP RULES

- Always follow directions and instructions given by LUMCON staff.
- Keep voices at an indoor conversation level when inside the facility.
- For foot and toe protection, sturdy closed-toe, closed-heel shoes with good soles are required. Shoes must always be on people's feet, no one will be able to walk around without shoes.
- Do not apply insect repellent or spray on sunscreen indoors.
- There are security cameras recording video of each hallway in all areas of the Marine Center.
- No one is allowed in the research areas without a LUMCON educator.
- No students are allowed to be outside without an adult.
- In case of a fire, alarms will sound. Exit by the nearest door and meet near the driveway in the front of the building. Teachers/Chaperons are responsible for making sure their students are present and accounted for.
- No running is allowed in the building.
- No electronic equipment is allowed during activities. LUMCON takes no responsibility for lost or broken phones.
- No revealing (including crop tops) or excessively tight clothing. No offensive slogans or profanity on clothing or hats. Shorts should be appropriate length (hems extending to or below fingertips).
- There is a zero-tolerance policy for bullying or harassment of any kind toward other students, staff, or visiting faculty
- Extra cleaning fees can be charged if any education or public space (e.g. public restrooms, lobby, cafeteria, and meeting spaces) requires beyond the "normal" effort to clean.

Additional Rules for Overnight Groups:

- Participants are responsible for the condition of your rooms when you leave them. Rooms should be reasonably clean and intact. You will be charged if extra cleaning or repairs are required. Lost keys result in a $10 fine.
- There is a security guard on duty at night. He/she patrols the facility through the night and should not have to correct any behavior problems.
- The Marine Center research areas (past the cafeteria including the tower) are CLOSED from 6:00pm until 7:00am.
- A representative from the school/organization must be with students (except when they are in their dorm rooms) at all times unless given permission by the educator. No one is allowed outside after dark unless given permission by the educator.
- Do not leave equipment, sports equipment, trash, clothing or any other item in the yard. Pick up after yourselves.
- The lounge is off limits to K-12 groups. Students may utilize the cafeteria for "down time" activities.
- No authorization will be given for student groups to fish during "free-time" on LUMCON property.

PLEASE NOTE: *Educators strive to minimize the dangers inherent in laboratory and field activities. Each educator is authorized to cancel any field trip activity because of inclement weather, poor behavior of students or chaperones, inadequate numbers of chaperones, or any other reason.*

Group Leader / Chaperone Code of Conduct

The LUMCON education and outreach program you have elected to attend as a group leader and/or chaperone offers many unique opportunities to learn about Louisiana's coastal environment through a place-based experience unlike any other. Each activity is designed to provide an enriching educational experience, as well as, opportunities to form personal connections to the coast. LUMCON believes that learning best takes place in a safe and respectful environment. All participants are expected to demonstrate high standards of conduct, exhibit responsible judgment, and treat all others with respect. It is the responsibility of all participants to be engaged and help make the program a positive and enjoyable experience for all. With your help, we can ensure that all our learners have the best life and educational experience possible.

Pre-trip responsibilities:

1. Teachers/chaperones should stress the importance of bringing rubber boots or extra shoes and socks. The environment they will be in is often wet and muddy. There is a packing list for day and overnight trips included in this packet.
2. Make sure students are prepared for the experience they are about to have and they understand they will be outdoors and indoors in a lab setting.
3. Review the rules for visiting groups. The rules are included in this packet.
4. Make sure that all students understand their behavior reflects on the school.
5. Make sure students understand your, and LUMCON's, expectations for their participation in the planned program/activities.

During the field trip:

Group leaders and chaperones are responsible for adhering to the following list of responsibilities while participating in programming at a LUMCON facility.

1. All adults with the group need to be actively involved in the program activities
2. Should set a good example for the students and monitor/correct student behavior
3. Ensure student behavior is conducive to a safe and positive learning environment by correcting behavior that is disruptive, disrespectful, or poses a danger to the well-being of others
4. Observe and enforcing the rules put in place by LUMCON and the school/organization for field trips
5. Make sure students are only using devices when it is approved by the LUMCON educator or during free time. LUMCON take no responsibility for devices that are lost, damaged, or the responsibility of inappropriate use of devices
6. Ensure all students are prepared and ready at the location and time designated by the LUMCON educator (being even a few minutes late can set programming back and limit certain pre-planned activities)
7. Ensure students are supervised at all times - especially during "free-time"
8. Make sure students are being respectful of LUMCON facilities and equipment
9. Observe quiet hours and making sure students are also observing quiet hours and are in their assigned rooms (if staying overnight)
10. Are prepared to assist with any emergency procedures and take immediate action in the event of any urgent situation (medical or otherwise)
11. Take phone calls and have necessary conversations away from the group during program activities

Check out for overnight stays:

In addition to the above, **LUMCON strongly encourages group leaders and chaperones to check dorm rooms before officially checking out of the rooms.** The following needs to be done to avoid being charged an extra cleaning fee if their groups stayed in residence at the Marine Center.

- Beds are stripped and linens are piled up somewhere for laundering.
- All personal items are removed from the rooms, bathrooms, and balconies.
- All furniture is intact and in the same condition as it was when students moved in.
- An effort has been made to clean up any mud, water, or other debris on the floors.
- All trash, including wrappers, are placed in garbage cans provided, and none remain on the floor.
- Toilets are flushed.
- Keys are returned to LUMCON receptionist at the front desk

By signing the "Acknowledgment of Policies" form, you are agreeing to the items on this code of conduct. Remember the "Acknowledgment of Policies" form must be signed and returned to LUMCON before your reservation arrival date.

Fees

LUMCON Education and Outreach programs is to ensure every learner interested in marine science has access to a great marine science education. This mean removing all possible challenges including financial ones. For this reason the LUMCON fee structures have been designed to offer K-12 programs for the amount it costs LUMCON to provide them. You can find the most up-to-date fees by visiting the LUMCON website at https://lumcon.edu/fees-policies-forms/

If you have any questions about our fees or just need a brief explanation please contact the Associate Director of Education & Outreach. Once you make a reservation you will be provided with a reservation estimate for your trip that will detail all the costs associated with your requested activities.

Explanation of Fees:

Housing: These rates are associated with staying overnight in the dorm rooms. Fees are applied by the number of nights and the number people staying. Private rooms can be requested and will be approved only if the rooms are available. Additional charges will apply.

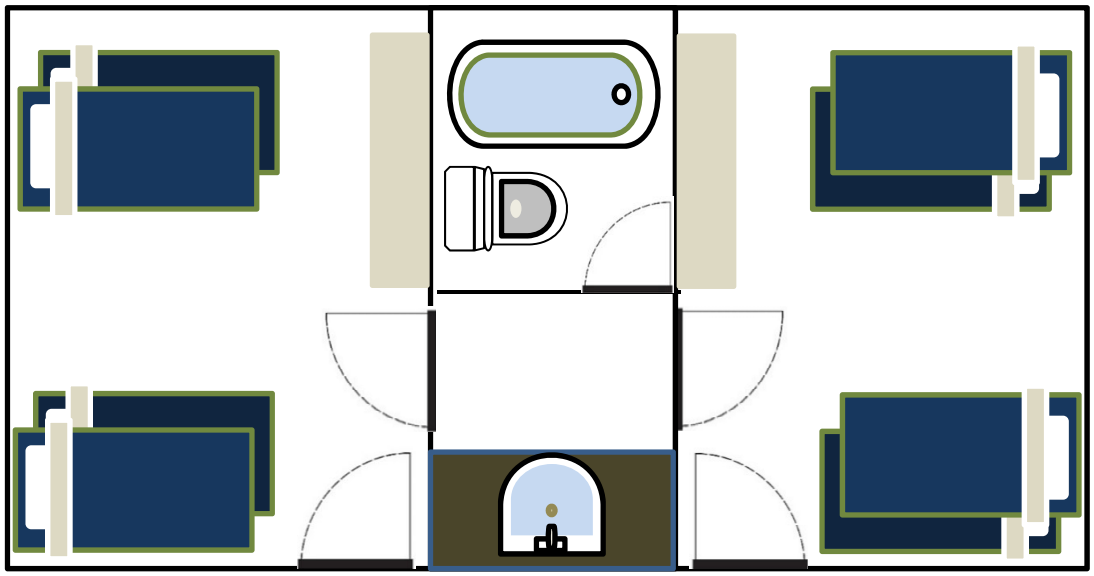
Meals: LUMCON has a cafeteria that can serve three meals daily. The cost is based on the number of meals needed and the type of meal.

Education Lab and Field Activity fees are charged per person for educational experiences. All scheduled field trip activities require a LUMCON educator. LUMCON staff will determine the number of educators needed for each group to ensure a safe and effective learning experience. Generally, groups with fewer than 25 participants will require one LUMCON educator. Groups with more than 25 participants will typically require additional educators. Total group size includes all students and accompanying adults. Final staffing requirements are determined by LUMCON staff based on group size, activity type, and safety needs. No other fees are charged unless an activity requiring a vessel is requested.

Vessel Rates: These fees are additional costs for any activity that requires the use of a vessel. In some cases the cost of fuel and an operator will also be applied.

Lodging and Meals

Lodging: LUMCON has on-site accommodations for student groups that are interested in our overnight program options. Rooms are bunk style dorm rooms arranged so 2 rooms share a full bathroom. There is also a 12 person bunk room. The bunk room has its own a bathroom with three sinks, toilets, and showers. LUMCON also has 2 rooms for guests that require handicap accessible accommodations. If you or someone in your group is in need of these accommodations please let us know. LUMCON supplies sheets, 1 pillowcase, 1 pillow, 1 light weight blanket, 1 towel, and 1 washcloth. Guests are encouraged to bring extra blankets, a sleeping bag, and an extra pillow if needed for their comfort.



Basic layout of 4 person dorm rooms with shared-private bathroom.
Some rooms will have a slightly different configuration

Meals: LUMCON has a full-service cafeteria that can serve meals to visiting groups of 10 people or more. Three meals can be served daily. The meal times are set at **7am (breakfast), 12pm (lunch), and 6pm (dinner).** The chef is able to serve meals that accommodate dietary needs and restrictions such as vegetarian, vegan, and gluten-free. Other requests will be considered on a case-by-case basis and accommodated as possible.

The cafeteria can provide bag lunches for groups that will be in the field during meal times. These lunches are prepared and packed by kitchen staff and can be picked up before the group leaves for the field experience. Some groups will request bag lunches so they can be eaten on the road after the education programming has concluded. Menus are chef's choice style meals that are designed to meet a wide variety of tastes. You may request a meal featuring a locally-inspired seafood option depending on the season.

HOW TO SCHEDULE

Understanding that you have very little time, LUMCON has a very simple scheduling process. Date availability may be limited during certain parts of the year. It is helpful if you let us know what month or three dates (in order of preference) that you are interested in visiting. Accommodating requests for trips is one of our highest priorities, so we will work hard to find dates that work for you and for us.

To check availability and schedule a field trip for your group, you can call or email the Associate Director of Education and Outreach, **Murt Conover, 985-851-2860, education@lumcon.edu.** Any phone calls will be followed up with an email. If you do not receive an email within 5 business days, check in after that time in case the email did not reach you.

The following information will be requested to complete a reservation. Additional questions may be asked depending on the specifics of your requested experience. This information will always be requested in writing so make sure.

- Group leader name and contact information
- Billing address
- Course title or grade level
- Number of people in your group (students and adults)
- Activities you are interested in having provided
- Estimated arrival and departure times

Notification of Field Trip Reservation Status:

Individuals will be sent a reservation estimate by email from the LUMCON Receptionist. This email will also include the following:

- Requests for additional information
- An estimate of cost based on the requested trip details
- The cancellation policy, a list of general LUMCON policies, driving directions, a packing list, and group rules

Changes to an existing reservation (arrival date, time, number of participants, activities, etc.) MUST be approved and confirmed with the Associate Director of Education and Outreach before the field trip. Deposits are only required if your estimated total is $5000 or more.

Any questions that you may have about educational activities (including boat trips), changes to numbers, or change of date can be directed to the Associate Director of Education & Outreach (education@lumcon.edu).

Changes or questions about housing, meals, and other general questions about payment, your invoice, etc., can be directed to reservations@lumcon.edu.

Contact Information

- Murt Conover, Associate Director of Education and Outreach
  (985) 851-2860 or education@lumcon.edu

- LUMCON Reservations
  (985) 851-2802 or reservations@lumcon.edu

- Accounts Receivable
  (985) 851-2847 or apay@lumcon.edu

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Residential Use Policies

This page contains general policies for LUMCON. The deposit policy and the policies for making changes to a reservation or cancelling a reservation are on the following page.

- If private accommodations in a dorm room are requested, the person(s) reserving the room will be charged for all the beds in that room at the current prices for beds.
- All shared baths (between adjoining dorm rooms) must be shared by the same gender. Apartments are the only accommodations available which have private baths.
- Check out time on the day of departure is 11:00am. All belongings must be out of the room by that time or the group will be charged for an additional night.
- Meals are served to guests upon request at the times listed below. Special service times can be requested, but the request MUST be made at least 10 business days before service date.

  Breakfast at 7am

  Lunch at 12pm

  Dinner at 6pm

- A minimum of 10 individuals is required in a group to facilitate preparation of meals by the LUMCON cafeteria.
- Only one (1) key to each dorm room or apartment will be issued to the group leader upon check-in. The group will be billed $10.00 for any keys that are not returned to the receptionist or security guard at the end of your group's stay at the marine center.
- Security guards are not authorized to make any changes to room assignments or billing.
- Unless arrangements are made prior to check-in, final payments must be paid to the receptionist Monday through Friday between the hours of 8:00am to 4:00pm. Credit card payment can be made by phone by calling the receptionist during business hours.
- Extra fees will be charged if a room is left in a condition that requires extra cleaning.
- No pets or firearms are allowed on LUMCON property.

Policies:

The deposit policy and the policies for making changes to a reservation or cancelling a reservation.

Group Reservation Deposit Policy:

- Groups making a reservation with an estimated cost of $5000 or over are subject to paying a non-refundable deposit of 30% of their original reservation request total.
- Groups will not be refunded any of the deposit for cancellation or changes in the number of people. This deposit is due within 10 business days of the reservation request date.
- Failure in paying the deposit will result in the termination of the reservation. The deposit requirement can be waived or refunded at the discretion of the Executive Director for extenuating circumstances (e.g. emergencies, storm events, marine center closure).

Education Group Number Reduction or Addition Policy:

- Fees for education group visits are locked-in 10 business days before a group's arrival date.
- Groups that do not notify LUMCON about reductions in the number of people attending within 10 business days before their scheduled arrival date will be billed for the number of meals, rooms, and educators originally requested/required.
- Groups that do not notify LUMCON about the addition to the number of people within 10 business days before their scheduled arrival date will be charged fees for the additional meals, beds, or educators that are required and available. In addition, a penalty fee of 10% will be added to your bill.
- The Associate Director of Education & Outreach must approve all changes to education group numbers.

Request for Changes to Reservation Dates:

- Changes to reservation dates can be requested up to 10 business days before the originally requested dates, but there is no guarantee of being able to reschedule.
- Education groups can only change reservation dates with permission from the Associate Director of Education & Outreach.
- Changes in dates will only be approved if dates are available for rescheduling.

Directions to The DeFelice Marine Center – 8124 Highway 56, Cocodrie

From New Orleans Airport (2 hours)

- Exit the airport and turn right on US 61.
- Travel 3 miles to I-310 South to Houma.
- Drive 9 miles to US 90 West and exit right.
- Drive 24 miles.
- Take **exit 210** to **HOUMA** (LA 182).
- Turn left and drive to the first traffic light to LA 3087.
- Follow LA 3087 through one signal light and across the Intracoastal Canal bridge.
- Go through two signal lights; turn left onto LA 24.
- Continue straight on HWY 24 until HWY 56. HWY 24 turns to the left to Presque Isle, Bourg, and Montegut.
- · HWY 56 heads straight and south.
- · Continue straight on HWY 56 south to Chauvin and Cocodrie (approximately 18 miles).

From New Orleans and points east (2 hours)

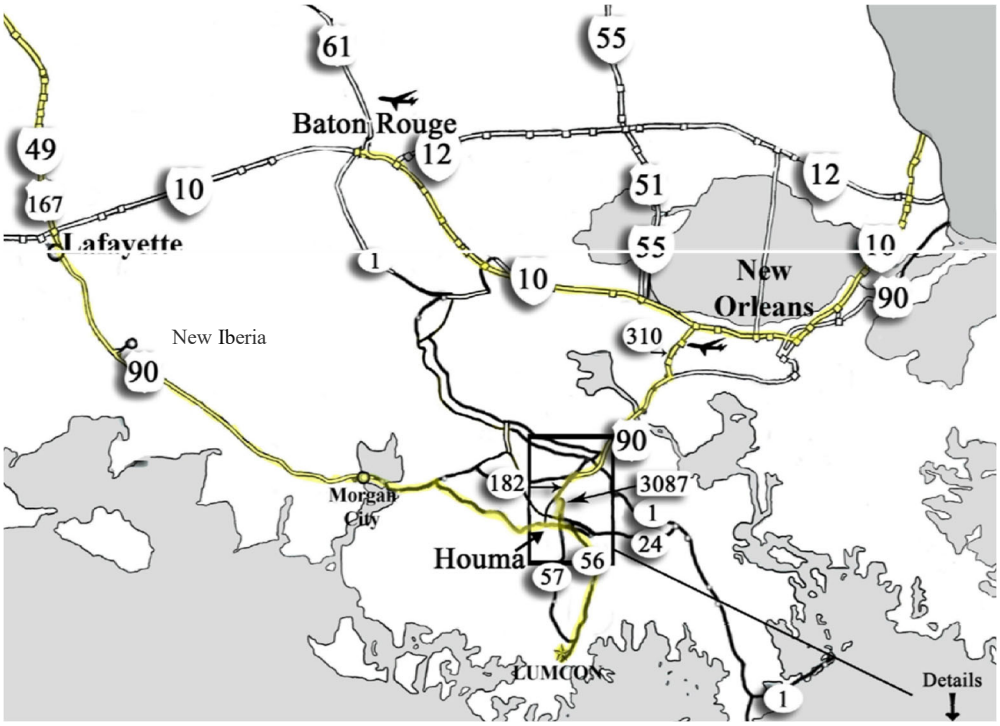
- I-10 to I-310 South to Houma.
- Drive approximately 11 miles to US 90 West and exit right.
- Drive 24 miles.
- Take exit 210 to **HOUMA** (LA 182).
- Turn left and drive to the first traffic light to LA 3087 (this is a new construction four-lane road).
- Follow LA 3087 through one signal light and across the Intracoastal Canal bridge.
- Go through two signal lights; cross the bayou at the third light, turn left onto LA 24.
- Continue straight on HWY 24 until it becomes HWY 56. HWY 24 turns to the left to Presque Isle, Bourg, and Montegut. HWY 56 heads straight and south
- Continue straight on HWY 56 south to Chauvin and Cocodrie (approximately 18 miles).

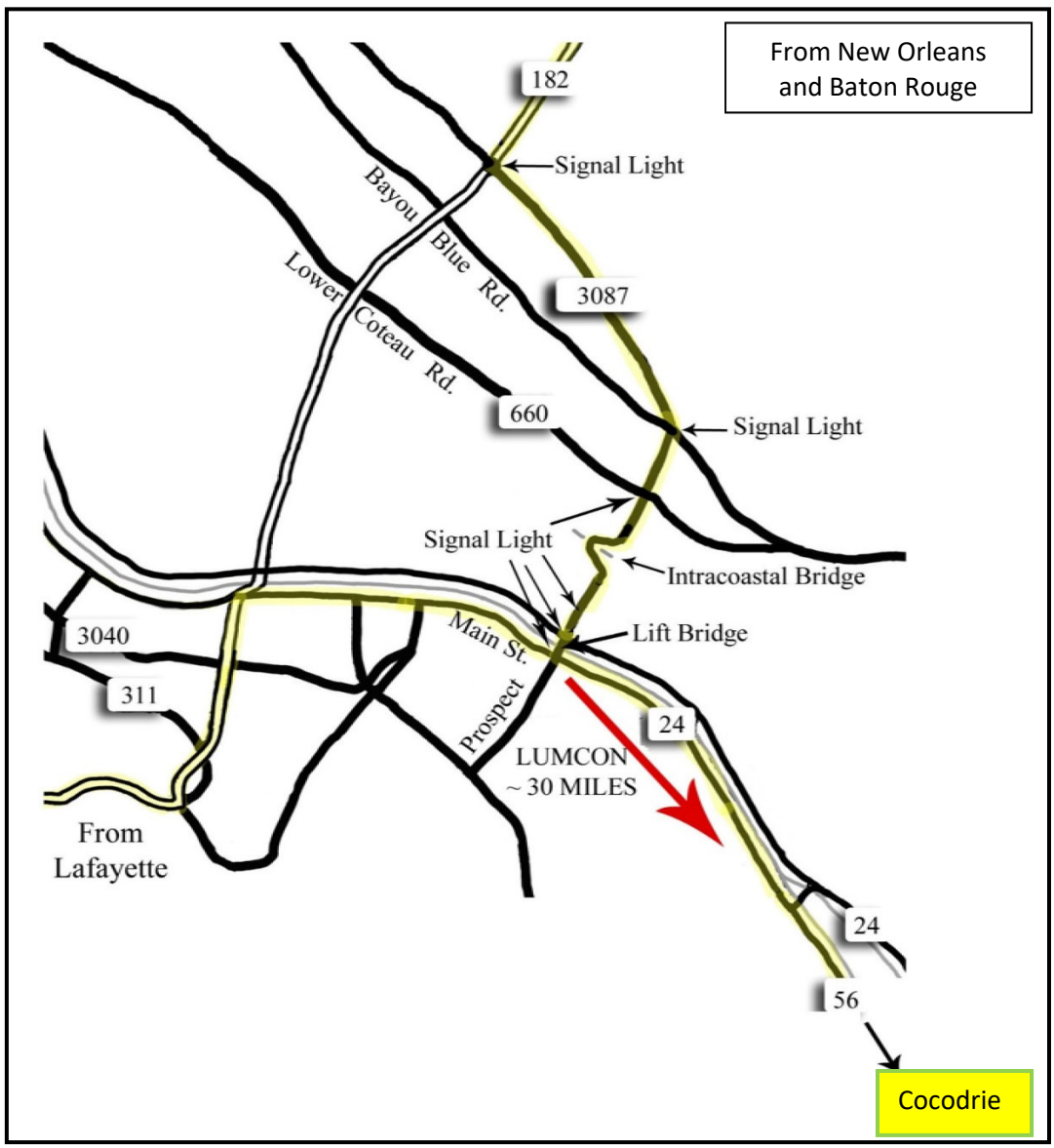
From Lafayette and points west (3 hours)

- I-10, exit south on HWY 167 to HWY 90 to Morgan City.
- Stay on HWY 90 through Morgan City into Houma.
- Take HOUMA exit (HWY 24).
- Stay on HWY 24 until it becomes HWY 56. HWY 24 turns to the left to Presque Isle, Bourg, and Montegut. HWY 56 heads straight and south.
- Continue straight on HWY 56 south to Chauvin and Cocodrie (approximately 18 miles).

From Baton Rouge and points north (3 hours)

- I-10 to Donaldsonville, Sorrento, and Sunshine Bridge exit to HWY 22.
- Follow to Spur 70 to Napoleonville, Thibodaux.
- Head south on HWY 1 or HWY 308 (both parallel Bayou Lafourche) to Thibodaux.
- In Thibodaux, switch to HWY 24 and follow it into and through Houma.
- Stay on HWY 24 until it intersects with HWY 56. HWY 24 turns left to Presque Isle, Bourg, and Montegut. HWY 56 heads straight and south.
- Continue straight on HWY 56 south to Chauvin and Cocodrie (approximately 18 miles).


61
55
Baton Rouge
49
12
10
167
51
12
Lafayette
55
10
1
10
New
Orleans
90
New Iberia
310
90
90
182
3087
Morgan
City
1
Houma
24
56
57
LUMCON
Details
1


From New Orleans
and Baton Rouge
182
Signal Light
Bayou Blue Rd.
3087
Lower Coteau Rd.
660
Signal Light
Signal Light
Intracoastal Bridge
3040
Main St.
Lift Bridge
311
Prospect
24
LUMCON
~ 30 MILES
From
Lafayette
24
56
Cocodrie

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What to bring to LUMCON for Day Trip Visitors

. . .besides interest, enthusiasm, and eagerness to learn about Louisiana's coastal environment

Clothing

- Layers appropriate for different temperatures/insect conditions
  (it may be cold and wet so bring enough clothes so you have something dry to put on)
- Rain gear
- Closed-toe, closed-heel shoes that fit securely and have a good sole to get wet and muddy. Rubber boots or lace-up sneakers are recommended. **NO sandals, crocs, or flip-flops will be allowed.**
- Maybe an extra pair of shoes to change into if your first pair gets wet or muddy

Protection

- Long sleeves
- Sunscreen
- Insect repellent (Do not apply in the building; it gets into the air exchange system)
- Hat
- Sunglasses
- Water bottle

Comfort Items

- Snacks
- Lunch if your group is not getting meals from the cafeteria

***** If your group is going on the R/V Acadiana and if you think you might get seasick, you may bring some sort of medication, or homeopathic medication***. Follow the directions for these medicines. Please tell us if you take medicine for seasickness or if you are feeling seasick, so we can keep an eye on you. Some people get seasick and we want to make sure you are safe.

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What to bring to LUMCON for Overnight Trip Visitors

. . .besides interest, enthusiasm, and eagerness to learn about Louisiana's coastal environment

Clothing

- Layers appropriate for different temperatures/insect conditions
  (it may be cold and wet so bring enough clothes so you have something dry to put on)
- Rain gear
- Closed-toe shoes that can get wet and muddy like rubber boots or old sneakers
  - Absolutely **NO** sandals, crocs or flip-flops can be worn during activities, but feel free to bring them to wear in the shower or dorms.

Protection

- Long sleeves
- Sunscreen
- Insect repellent (Do not apply in the building; it gets into the air exchange system)
- Hat
- Sunglasses
- Water Bottle
- Comfort items
- Extra towel (some are provided but you may want extra)
- Blanket (bed linens are provided but bring an extra blanket or sleeping bag it can get cold in the dorm rooms)
- ***LUMCON supplies linens, 2 bath towels, 2 face towels, and 2 light blankets, and a pillow to each guest. Bring extra to make yourself comfortable if you feel the need.***

Toiletries/necessities

- Alarm Clock
- Don't forget your toothbrush or toothpaste; shampoo, soap, etc.
- Whatever prescription and over the counter medications you use

** If your group is going on the R/V Acadiana and if you think you might get seasick, you may bring some sort of medication, or homeopathic medication. Follow the directions for these medicines. Please tell us if you take medicine for seasickness or if you are feeling seasick, so we can keep an eye on you. Some people get seasick and we want to make sure you are safe.