



**PEEC**  
Pocono Environmental  
Education Center

# 2017 Program Planning Packet



## Inside ...

Planning Your Trip – Steps for Success . . . . . 2



PEEC Class Descriptions . . . . . 4



Optional Presenter Description & Price List . 9



What Your Schedule Could Look Like . . . . . 11



PEEC Policies for Schools & Groups . . . . . 12



Learning Group Assignment Sheet . . . . . 13



Cabin/Bunk Assignment Sheet . . . . . 14



Clothing & Equipment Packing List . . . . . 16



Dietary Concerns . . . . . 17



Dining Hall Information . . . . . 18



Schedule of Rates . . . . . 21



Driving Directions . . . . . 23



Campus Map . . . . . 24





## Planning Your Trip - Steps for Success

*Use this Checklist to Implement a Successful PEEC Experience*

### 3-6 Months Prior to Your Trip – Book your trip

Contact us (570-828-2310 ext. 227) to book your trip and to request a contract.

After the contract has been created, signed and sent back to PEEC, contact PEEC’s Program Planner (570-828-2310 ext. 231) to plan the details of your trip.

### 1 to 3 Months Prior to Your Trip – Organize your Group

- \_\_\_ Learning Groups – 15 students per learning group. (See page 13)
- \_\_\_ Cabin/Sleeping Assignments
  - \_\_\_ You will have been given your cabin assignments when creating your contract and when speaking with the Program Planner. Refer to the campus map on page 24 to see where your cabins are located. Fill out the spaces on pages 14-15 to arrange sleeping assignments.
- \_\_\_ Meal-Time Table Assignments – 8 people/table
  - \_\_\_ If there are any *special dietary needs*, please share them with the Program Planner and/or the Dining Hall Manager. See page 18 for more Dining Hall/Food information.
- \_\_\_ Swampers – (See page 20)
- \_\_\_ Support Staff – Make sure to have enough teachers, group leaders, parents and volunteers as chaperones for your group.
- \_\_\_ If your group would like to visit the PEEC Store, please notify the program planner. Souvenirs in all price ranges, plus field guides and informational brochures, are available. Ask about PEEC Bucks.

### 3 Weeks Prior to Your Trip – Finalize numbers and schedule

- \_\_\_ **FINALIZE YOUR SCHEDULE** – You must connect with the Program Planner **at least 3 weeks before your visit** to be sure your schedule is correct.
- \_\_\_ **Confirm your group numbers 3 weeks prior to arrival.** Be aware that PEEC requires a confirmed group number at least 3 weeks prior to arrival. This will be the number of people you will be held financially responsible for at the time of billing. If your group size drops below this number, a 50% penalty fee will be assessed for all no shows.
- \_\_\_ **Share special dietary needs with the Program Planner so that we can adjust your menu accordingly.**

### 1-3 Weeks Prior to Your Trip – Discuss Expectations

- \_\_\_ **Orient other adults** – Have a meeting to discuss supervision, teaching, and discipline. Talk about goals and adult roles. (See page 12)
- \_\_\_ **Distribute schedules**, packing list (p. 16), maps, cabin assignments, dining hall table assignments, and learning group assignments.
- \_\_\_ **Inform students and their parents/guardians of expectations.**



Call anytime to check availability; however, bookings less than 3 weeks from trip date will incur a 10% late booking fee.







# Planning Your Trip - Steps for Success

*How to Plan and Implement a Successful PEEC Experience*

## Upon Arrival at PEEC!

Check in at Front Desk.

- \_\_\_ Meet your PEEC Host at our front desk.
- \_\_\_ Please arrive promptly for your first activity – your PEEC orientation.
- \_\_\_ Cabin Check-In time begins at 1:00 pm. If you arrive earlier, your group’s belongings may be left at the main building.

## During your Stay at PEEC

Remember

- \_\_\_ Stay in contact with your Host. He or she will check in with you at meals but can also be contacted via the Front Desk. Please relay any questions, concerns, or comments about your program to him/her. On-call staff members are available in their lodgings after 10pm.
- \_\_\_ Keep your cabins clean.
- \_\_\_ No food is allowed in the cabins. Not only does it draw animals, it may be the trigger of a future guest’s allergies.
- \_\_\_ Please have at least one adult and all students available at cabin inspection. Cabins must be emptied, swept, and have trash removed before inspection.

## Before You Leave

- \_\_\_ Settle your bill with PEEC’s business office and your Host prior to your departure. Please check your schedule for “Billing Meeting”.
- \_\_\_ Confirm the dates for your next visit.
- \_\_\_ Return completed evaluation forms to your PEEC Host before you leave. These are an important part of our planning process. We use this feedback to improve future programming where ever possible.

**Make sure all permission/emergency forms are complete.**

If you do not have your own permission/emergency forms, we can send one to you.

## Please fill in the following information

Trip Date: \_\_\_\_\_

3 Weeks Before Date: \_\_\_\_\_

- Updated Numbers \_\_\_\_\_
- Dietary Concerns \_\_\_\_\_

NOTES: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_





## PEEC Class Descriptions

(E= Elementary ~ M= Middle School ~ H= High School ~ A= All)

(Most lessons run 1.5 hrs. Optimum learning group size is 15 student participants per PEEC instructor. Smaller learning group sizes are possible for an additional fee subject to instructor availability.)

### Science & Natural History

**Astronomy (M,H)** – Students study the stars, the moon, and the planets in the night sky during this indoor/outdoor class. Topics of interest may also include constellations, the Milky Way, and moon phases.

**Bat Study (E,M)** – This lesson will cover the myths and misconceptions about bats and show students how important these creatures are to humans. The lesson also includes information on White Nose Syndrome. Activities will explore the beneficial aspects of bats, adaptations, predator/prey relationships, and life histories.

**Beaver Study (E,M)** - An exploration into the world of beaver adaptations and life-styles. Students learn the importance of beaver presence in wetland habitats and the effects of human interaction on beaver survival. Field studies allow students the opportunity to observe signs of beaver at PEEC.

**Birds (E)** – An introductory class on what special characteristics birds have, what we can know about birds based on their characteristics, and why birds can fly. Students will observe common birds at our feeders or outside on a trail.

**Eco Zone (A)** – Explore and discover this unique “hands-on” room that is filled with different life-sized animal habitats (including a bat cave, a beaver lodge and eagle’s nest), sustainable living ideas, and interesting animal displays. What was once the indoor pool at PEEC’s Main Building has been totally transformed! Eco Zone is perfect for any age, any time of year.

**Environmental Promise Tree (M)** – This is a nice finishing activity that will help with carrying your PEEC experience back to home and school. Participants will learn about and select an action they can take to reduce their impact on the environment. The environmental “promise” will be written on a “leaf” to be attached to a mural of a tree. This mural can be displayed at school to help share the PEEC experience with other students.



**Yellow highlighted activities** may be led by the group leaders instead of by PEEC staff. If chosen, this decision must be shared with the Program Planner. PEEC can provide curriculum, materials, and training as requested.









## PEEC Class Descriptions



**Town Meeting (M,H)** – Students simulate a meeting of community members with different interests in a piece of public land and try to convince the ‘panel’ that their interest in the land’s use is the best use of the property. Develops individual opinions, personal values, and an understanding of how land-use decisions can be made. Inform Program Planner of an environmental issue that concerns your school, students, or community.

**Tracking and Stalking (M,H)** – Students learn about tracks and signs of many different animals through observation and investigation. They will also learn how to control one’s breathing, balance, and patience in order to get a closer look at animals.

**Watershed Study (M,H)** – Students will gain an understanding of the concept of a watershed through hands-on activities. Focus is on how the characteristics of, and activities in, a watershed affect stream life and water quality and on the importance of watersheds in environmental issues and land management. Discussion will include consideration of the watershed where you live.

**Wildlife Study (A)** – Students will learn to identify wildlife and signs of wildlife through hands-on learning inside and outside of the classroom. Focus is placed on understanding habitat, human impacts, and relationships between wildlife and their environment. Up-close examination of skins and skulls may be included.

**Winter Ecology (A)** – Students learn about the adaptations that plants and animals have developed in order to stay alive in the winter. An exploration into topics such as hibernation, dormancy, and migration allows students the chance to understand what happens to the natural world in the winter. Other topics may include winter tree identification and snow studies.

### Recreation & Art

**Campfire (A)** – A PEEC staff person will prepare a fire for your group. With advance notice, this time can include a fire-building lesson and/or a discussion of “Leave No Trace” responsible fire practices. Bring your own campfire song book! S’mores available upon request for a small fee.

**Canoeing (M,H)** – An introduction to canoeing basics (equipment, safety, and paddling techniques) followed by a paddling outing on one of PEEC’s ponds. Available May through October, weather permitting.

**Confidence Course (M,H)** – Our low rope elements are personal challenge-based while our teambuilding courses are group-challenge based. They build trust, self confidence, and accomplishment within students as their peers keep them safe through proper “spotting.” Ages 10+

**Discover PEEC Scavenger Hunt (A)** – Get to know PEEC by going on a scavenger hunt. A great way for visitors to become familiar with their new surroundings!

**Digital Scavenger Hunt (A)** – A new spin on the traditional scavenger hunt! By using digital cameras or cell phone cameras to capture the finding of scavenger hunt articles, we can reduce the use of paper for this activity.









## PEEC Class Descriptions



**Dingmans or Raymondskill Falls** –Visit either or both of these majestic waterfalls located in the Delaware Water Gap National Recreation Area.

**Grey Towers** – Tour the home and estate of the early conservationist, Gifford Pinchot, former Governor of Pennsylvania and founder of the US Forest Service.

**Rock Quarry** –A trip to a local active rock quarry to hunt for Devonian marine fossils. 6 weeks notice required.

### Additional activities you may do on your own:

Volleyball, Basketball, Open Field Activities, Gaga Pit. These activities need to be included in your schedule. If you are interested in any of these activities, please inform the Program Planner.

“A HUGE thanks to you and the entire PEEC staff for an amazing weekend for our students. It was a great example of the power of experiential learning that engaged students’ hearts and minds. PEEC will be a lasting memory to them for years to come thanks to your caring and skilled staff.

We hope to make this an annual event!!!”

All the best,

*JoAnne Di Lauro, School Counselor  
International Community High School*







## Optional Presenter Description & Price List

### Natural History & Live Animal Programs

\* Special presenter prices are subject to change. Please check with your Program Planner for any updated information.

- Bob Summerfield: Astronomy Program**.....\$250.00 for first presentation  
*(average group around 20-25, based on age, approximately 1 hour)*  
 Spend a session in our Planetarium for a live and lively, interactive lesson of what is up there to find and observe. From identifying the North Star (and why it is so important), to the current stars, planets, and constellation visible early in the evening, to observing how the Earth's rotation gives us new wonders to enjoy the later you stay up, you will have a whole new understanding of the gems of the night to take along with you and find from your home location.
- Nathaniel Whitmore Wild Edibles and Mushroom Walks**.....Price Available Upon Request  
 Walks and talks focused on the practical side of the natural world, herbal medicine, foods, and healing lifestyles.
- Bob Furrer** ([www.bobscritters.org](http://www.bobscritters.org)).....\$275.00  
 Through direct instruction and fun-filled interaction with the audience Bob shares the characteristics, habitats, defenses, eating habits and safety issues of his wide array of reptiles, birds and invertebrates
- Kathy Uhler** ([www.poconowildlife.org](http://www.poconowildlife.org)).....\$250.00 / 1 hour  
 Live animal program focusing only on NATIVE hawks, owls, mammals, and reptiles. All proceeds from live animal presentations go directly to the Pocono Wildlife Rehab Center. Programs can be tailored to a theme such as "raptors" or "creatures of the night".  
 \$300.00 / 1.5 hours
- Jerry and Laura Zelenka**.....\$425.00  
 Live animal program focused on adaptation, conservation, and habitat.
- Bill Bosenberg** ([www.snakes-n-scales.com](http://www.snakes-n-scales.com)).....Starts at \$300.00  
 SNAKES-N-SCALES—Always educational and very entertaining, show topics include, Anti-Bullying, Tropical Rainforest, Great Reptiles, Aquatic Animals, Dinosaurs & Fossils, Sharks, Whales and Clean Community Programs. Live animals can include a large alligator, boas, tortoises, frogs, fish, tarantulas...over 100 species to choose from based on program topics!
- Bill Streeter / Jan Rethrost** ([www.dvrconline.org](http://www.dvrconline.org)).....\$350.00  
 Delaware Valley Raptor Center offers students and participants entry into the fascinating world of raptors. The audience will not only gain an understanding of such ecological concepts as predator/prey relationships, they will see raptors up close.
- Pete Mackevich Pocono Snake & Animal Farm** ([www.poconosnakeandanimalfarm.com](http://www.poconosnakeandanimalfarm.com)).....\$300.00  
 During this live animal program, Pete handles and discusses a variety of live species, such as snakes, lizards, frogs and toads, alligator, armadillo, fennec fox, and a Madagascan ringtail lemur. Session includes question-and-answer period. Programs can be tailored to a theme such as reptiles or snakes.
- Rick Koval** ([pocononaturalist@yahoo.com](mailto:pocononaturalist@yahoo.com)).....\$300.00  
 Rick's Live Animal Program consists of a variety of Reptiles and Amphibians including snakes, salamanders, frogs and turtles.
- Christopher Otter Storytelling** ([www.christopherotter.com](http://www.christopherotter.com)).....Price Available Upon Request  
 This book integrates ecology and communication skills into lesson plans for K-6 students. Children can read with teacher, parents, or one another to understand how wildlife animals interact in their habitat.



## Optional Presenter Description & Price List

### Dancing, Music, & More

\* Special presenter prices are subject to change. Please check with your Program Planner for any updated information.

<b>Fred Decker</b> <i>Square Dancing Event</i>	\$375 (Weekday) \$400 (Weekend)
<b>Kofi Maxwell Donkor</b> ( <a href="http://www.bak2roots.com">www.bak2roots.com</a> ) <i>International Master Drummer, Drum Maker, and Dancer</i> <i>Maxwell Kofi Donkor provides an exceptional multicultural experience to his audiences whether leading a drum circle with polyrhythms, songs and chants or by leading an African dance class.</i>	Price Available Upon Request
<b>Ken Galipeau</b> <i>Stories and songs around a campfire that celebrate the wonder, absurdity, pain and joy of life, imagination, and the soul. Specific "themes" can be requested like the environment, conservation, or nature.</i>	\$325.00 (1.5 hr Event)
<b>Lenape Lifeways, Inc.</b> <i>Programs that teach about traditional Lenape culture, focusing on daily life which followed the rhythms of Nature's cycles.</i>	\$375.00 to \$475.00
<b>Traditional Earth Skills of North America</b> <i>Interactive programs that encourage land stewardship and ecological sustainability. Content includes: Lenape culture, native wilderness skills, Lewis &amp; Clark, native artifacts. All meet NJCCC Standards.</i>	Price Available Upon Request
<b>Bear Creations</b> <i>Dance troop that will transport your group to a world of traditional Native American culture with music and dance under the guidance of an MC.</i>	Price Available Upon Request
<b>Shawnee Playhouse</b> <i>Skits, Dance, Improv, Drama</i> <i>Upon request, programs can be individually designed.</i>	Price Available Upon Request







## What your schedule *could* look like!

New groups often wonder how their day at PEEC will look. While our final schedules are created using an Excel Spreadsheet\*, here's what a 3 day/2 night schedule COULD look like. Class times may need to be adjusted depending on arrival and departure time, extra presenters, and any field trips that might be planned.

(\*Your Excel schedule will be sent to you before you arrive at PEEC.)

### DAY 1

11:30 am Arrive at PEEC  
 11:45 am Orientation  
 12:00 pm Eat Lunch You Brought\*\*  
 1:00 pm – 2:30 pm Class 1  
 2:45 pm – 4:15 pm Class 2  
 4:30 pm – 5:00 pm Settle into Cabins  
 (See Note Below)  
 5:00 pm DINNER  
 6:00 pm – 7:30 pm Class 3  
 7:45 pm – 9:15 pm Class 4  
 Back to Cabins for the Night

### DAY 2

8:00 am BREAKFAST  
 9:00 am – 10:30 am Class 5  
 10:45 am – 12:15 am Class 6  
 12:30 pm LUNCH  
 1:30 pm – 3:00 pm Class 7  
 3:15 pm – 4:45 pm Class 8  
 5:00 pm DINNER  
 6:00 pm – 7:30 pm Class 9  
 7:45 pm – 9:15 pm Class 10  
 Back to Cabins for the Night

### DAY 3

7:45 am Cabin Inspection  
 8:00 am BREAKFAST  
 9:00 am – 10:30 am Class 11  
 10:45 am – 12:15 pm Class 12  
 12:30 pm LUNCH  
 1:30 pm Depart

Here is what your schedule COULD look like for a 2 day/1 night stay!

### DAY 1

11:30 am Arrive at PEEC  
 11:45 am Orientation  
 12:00 pm Eat Lunch You Brought\*\*  
 1:00 pm – 2:30 pm Class 1  
 2:45 pm – 4:15 pm Class 2  
 4:30 pm – 5:00 pm Settle into Cabins  
 (See Note Below)  
 5:00 pm DINNER  
 6:00 pm – 7:30 pm Class 3  
 7:45 pm – 9:15 pm Class 4  
 Back to Cabins for the Night

### DAY 2

7:45 am Cabin Inspection  
 8:00 am BREAKFAST  
 9:00 am – 10:30 am Class 5  
 10:45 am – 12:15 pm Class 6  
 12:30 pm LUNCH  
 1:30 pm Depart

**\*\*If your last meal is breakfast, talk with your Program Planner about your first lunch.**

## NOTES

- Cabins are not available for check in until 1 pm. Luggage can be kept at Main Building until you are ready to settle into cabins.
- Long Hikes (TW and RL) count as 2 classes.
- Night Hikes and Campfires usually only last 1 hour.
- A visit to PEEC's Gift Shop can be scheduled into your program!
- You can choose to do some activities on your own! If more than 3 of your classes are led by your staff, there will be a reduction in your trip cost.



## PEEC Policies for Schools & Groups



1. Students under 18 must be supervised at all times including “free time”, breaks, meals, activities, while traveling between activities, and within lodging.
2. Lodgings are inspected before and after every use. Please let PEEC staff know if you find any damages upon your arrival in your cabin, lodge, yurt, or tent platform.
3. Chaperones and students must be present for final cabin inspections. Charges will be assessed to your bill for any damages incurred during your stay.
4. Campus quiet hours are from 10pm to 7am and are to be enforced by group leaders and chaperones. Please comply with National Park Service / PEEC quiet hour regulations.
5. There is no smoking in any PEEC building. If you need to do so, there are cigarette receptacles at the main entrances of our most frequented buildings.
6. Weapons, drugs, and alcohol are not permitted at PEEC.
7. We ask that all cell phones remain in lodgings during instruction time. Chaperones can place calls during meals or breaks.
8. PEEC is located within National Park Service boundaries; therefore, nothing (plants, animals, insects, fossils, fungus, etc.) may be removed.
9. Student discipline is the responsibility of group leaders and chaperones. Please discuss with all teachers and chaperones strategies and standards for group discipline prior to your arrival at PEEC.
10. We ask that adults refrain from side conversations during activities as it can distract PEEC instructional staff while they are teaching.
11. Students and adults are not allowed in or near the lodgings of other schools or groups. If any issues arise between your group and another group, please notify a PEEC staff member as soon as possible.
12. PEEC reserves the right to have students or group members sent home should their behavior warrant it.
13. Food items are normally kept exclusively in the dining hall and the main building, not in sleeping quarters. Please make special arrangements with the Program Planner if you are bringing snacks for your group.
14. Chaperones are ultimately responsible for the preparedness of their students including proper attire for the weather, educational materials, a reusable water bottle, and for making certain the students are in the designated meeting location on time.

### Important to Remember!

We suggest chaperones be provided with a list of duties and responsibilities, as well as this page.

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Emergency Information**  
*PEEC has plans in place for medical and other emergencies. Additionally, a variety of local urgent care and hospital facilities are available to us.*





# Learning Group Assignment Sheet

Group Name: \_\_\_\_\_  
Dates of Visit: \_\_\_\_\_

Please complete group assignments **prior** to your arrival.

**Group #** \_\_\_\_\_

**Leader:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_
- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_

**Group #** \_\_\_\_\_

**Leader:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_
- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_

**Group #** \_\_\_\_\_

**Leader:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_
- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_

**Group #** \_\_\_\_\_

**Leader:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_
- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_



# Bunk/Cabin Assignment Sheet

**Cabin 0**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Cabin 2**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

**Cabin 3**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

**Cabin 4**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

**Cabin 5**

(ADA)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Cabin 6**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Cabin 7**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Cabin 8**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Cabin 9**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 13**

(ADA)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 14**

(ADA)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 15**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 16**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 17**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 18**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 19**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Duplex 20**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Cabin 22**

- 1.
- 2.
- 3.
- 4.

**Cabin 23**

- 1.
- 2.
- 3.
- 4.

**Cabin 43**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Cabin 44**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Cabin 45**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Cabin 46**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Cabin 47**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**Cabin 50**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**Cabin 52**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.





# Bunk/Cabin Assignment Sheet

**Yurt 30**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

**Yurt 31**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

**Yurt 32**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

**Yurt 33**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

- 8.
- 9.
- 10.
- 11.
- 12.

**Yurt 34**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Yurt 35**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Yurt 36  
(ADA)**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Yurt 37  
(ADA)**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**Lodge A1  
(ADA)**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

**Chaperone  
Room:**

- 21.
- 22.

**Lodge A2  
(ADA)**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

**Chaperone  
Room:**

- 21.
- 22.

**Lodge B1  
(ADA)**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

**Chaperone  
Room:**

- 21.
- 22.

**Lodge B2  
(ADA)**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

**Chaperone  
Room:**

- 21.
- 22.





# Clothing & Equipment Packing List

*What to bring to be fully prepared for PEEC experiences*

Appropriate footwear is essential! Sturdy, broken-in hiking boots or trail shoes are best; work boots may also do the job. Sneakers with good tread are good for many of our activities. In winter, snow boots or water-proof shoes are needed. In summer, sandals or flip flops are not adequate for hikes.

For a 3-day, 2-night stay, we recommend:

### Essentials:

- Pillow and sleeping bag or 2 blankets – **PEEC does not provide pillows.**  
*\*If you need to rent linens, contact PEEC at least 3 weeks in advance. See page 21.*
- 1 towel and a washcloth
- **Soap and hand towel (We ask that you provide this in your cabins to reduce the use of paper towels on our campus).**
- Toiletries (toothbrush, toothpaste, etc.)
- 2 pairs of loose fitting pants
- 2 shirts
- Pajamas
- 6 pairs of socks (Some will get wet).
- Rainwear — jacket or poncho, boots
- Heavy jacket, gloves, scarf
- Wool sweater or fleece (Sweatshirts will not keep you warm if wet).
- Handkerchief or tissues
- Warm (wool or fleece) hat (needed year-round)
- Notebook & pencils
- Reusable Water Bottle - Vending Machines and Bottled Water are NOT available at PEEC.
- Backpack to carry gear during the day

### Optional:

- Flashlights
- Field guides
- Camera (with name on it)
- Binoculars (with name on them)
- Alarm clock
- Compass
- Bug Spray

### Please do not bring:

- Electronics
- Food
- Hair products
- Cell phones
- Single-use water bottles
- Brand new clothing or footwear
- Bathing suits, unless your group plans an off-site swimming activity.

Cabins are not locked during your stay. Please leave valuables and snacks at home.

### Cell phone usage at PEEC is discouraged.

Cell phone reception at PEEC is unreliable at best and cell phones have occasionally been lost in the woods. Final decisions regarding cell phone use will



### Important to Remember!

Please be aware that you will be outside in most weather almost all day long.

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



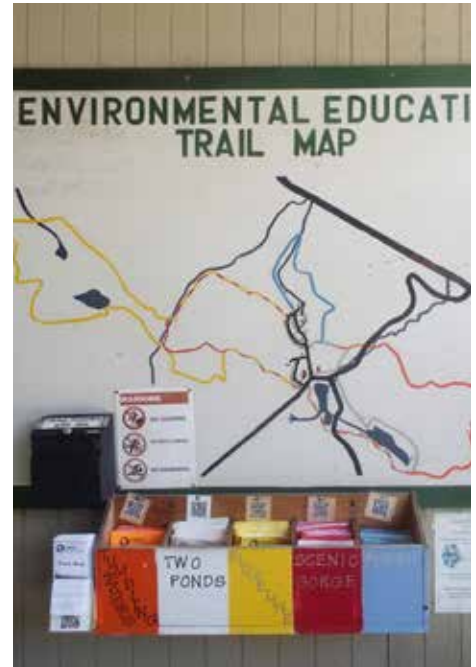


# Dietary Concerns

At least 3 weeks in advance, please notify the Program Planner about any special dietary needs (allergies, vegetarian, minimal kosher) and we will do our best to accommodate. Dietary concerns with less than one week's notice cannot be guaranteed.

We do our best to ensure the safety of all of our guests; however, we are not a certified gluten-free kitchen nor a certified peanut-free kitchen. As an alternative, visitors with dietary restrictions may bring their own prepared food. Food is served cafeteria-style and cannot be cooked to order.

Dietary Concerns: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Dining Hall Information

	<b>BREAKFAST</b>	<b>LUNCH</b>	<b>DINNER</b>	<b>SNACK</b>
	French Toast Yogurt / Fruit Cereal Orange Juice, Coffee, Tea	Hamburgers Fries Salad Chocolate Milk Water	Pasta and Meatballs Salad Dinner Rolls Brownies	
	Scrambled Eggs Bacon Hash Browns Yogurt / Fruit / Cereal Orange Juice, Coffee, Tea	Pizza Homemade Soup Salad / Fruit Chocolate Milk Water	Chicken Mashed Potatoes Veggie Salad / Dinner Rolls Dirt Cups	
	Pancakes Sausage Yogurt / Fruit Cereal Orange Juice, Coffee, Tea	Grilled Cheese Homemade Tomato Soup Salad/Fruit Chocolate Milk, Water	Tacos Rice with Beans Taco Bar Churros	
	Egg Sandwiches Ham Slices Yogurt / Fruit Cereal Orange Juice, Coffee, Tea	Hot Dogs Mac and Cheese Beans Salad/Fruit Chocolate Milk, Water	Baked Ziti with Meat Salad Dinner Rolls Ice Cream Sandwiches	
	Breakfast Pizza With Meat and Cheese Yogurt Fruit Cereal Orange Juice, Coffee, Tea	Chicken Fingers Curly Fries Salad Fruit Chocolate Milk, Water	BBQ Chicken Potato Wedges Veggie Salad / Dinner Rolls Chocolate Cake	

### Optional Snack Choices:

<b>SNACK COST / PERSON</b>		<b>SNACK COST / GROUP</b>	
Bagged chips	\$1.00	Bug Juice (for 25 people)	\$5.00
S'mores	\$1.50	Bug Juice (for 75 people)	\$12.00
Fruit (1 apple or banana)	\$1.00	Cookies (for 25 people)	\$12.50
Ice Cream Social	\$3.00		

**We do our best to ensure the safety of all of our guests; however, we are not a certified gluten-free kitchen nor a certified peanut-free kitchen. Please let us know if there are any special dietary needs (allergies, vegetarian, minimal kosher) at least 3 weeks in advance, and we will do our best to accommodate. Dietary concerns with less than one week's notice cannot be guaranteed. As an alternative, visitors with dietary restrictions may bring their own prepared food. Food is served cafeteria-style and cannot be cooked to order.**

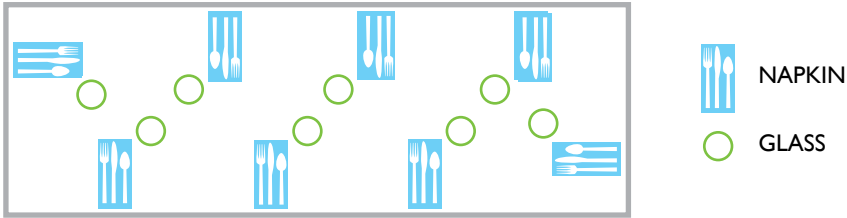


# Dining Hall Information

## Meal Swamping Procedures

Swamping is an old logging term meaning “to make or clear a path”. PEEC swampers are in charge of setting and clearing the tables. Please assign swampers for each meal and review the following procedures BEFORE your arrival at PEEC.

1. One swamper per table (SEATS EIGHT)
2. Swampers report to Dining Hall 15 minutes before meal time with an adult
3. Swampers set their table with eight places as follows:

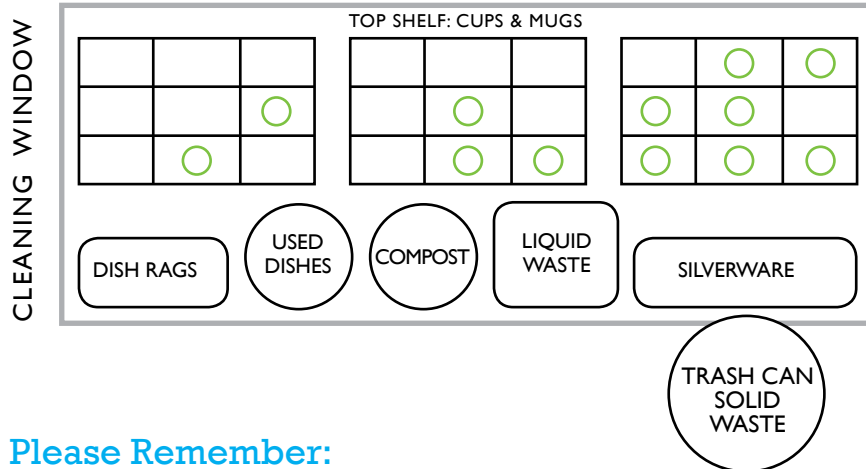


### During meals:

- Call up your group table by table (Your group may not be the only group that needs to be served as well).
- Have group form in line at the serving line.
- Second servings permitted only after all have been served, so it is extremely important to arrive on time.

### Following the meal Swampers will:

- At the table, scrape leftovers from all dirty dishes onto one plate
- Collect rest of plates in one stack, stack cups, and gather silverware.
- Take dishes, cups, and silverware to cleaning window in as few trips as possible and place according to diagram below:
- After dropping off dishes, cups, and silverware, wipe down table with cleaning rag and sweep under and around their table.



### Please Remember:

- Do not remove anything from the dining hall.
- There is a designated smoking area located at the Dining Hall’s main entrance and east awning.



## Important to Remember!

Anyone with food allergies needs to identify himself or herself to the Dining Hall Manager or Cook on duty.

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





# Dining Hall Information

## Meal Table Assignments

Group Name: \_\_\_\_\_

Dates of Visit: \_\_\_\_\_ Mealtime Leader: \_\_\_\_\_

Swampers should be assigned prior to your visit. A swamper is the person who is responsible for set-up and clean-up of their table at each meal. Each table should have one assigned for each meal.

Swamping set-up is done 15 minutes before each mealtime and an adult is required for supervision.

Please complete the following table assignments prior to arrival.

**Please note:** PEEC's dining hall can accommodate up to 240 people at full capacity; however, we do not recommend this many people eating at one time.

**Table #** \_\_\_\_\_

**Swamper B:** \_\_\_\_\_

**Swamper L:** \_\_\_\_\_

**Swamper D:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_

**Table #** \_\_\_\_\_

**Swamper B:** \_\_\_\_\_

**Swamper L:** \_\_\_\_\_

**Swamper D:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_

**Table #** \_\_\_\_\_

**Swamper B:** \_\_\_\_\_

**Swamper L:** \_\_\_\_\_

**Swamper D:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_

**Table #** \_\_\_\_\_

**Swamper B:** \_\_\_\_\_

**Swamper L:** \_\_\_\_\_

**Swamper D:** \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_



# PEEC Schedule of Rates

Effective January 1, 2017

Bookings less than 3 weeks from trip date will incur a 10% late booking fee.

## Full Residential Programs

\* Per person fee includes:

Lodging, meals and PEEC instruction.

\* Minimum group size is 15.

	<b>Cost Per Person</b>
2 days / 1 night / 3 meals, 5-7 PEEC-led Classes	\$110.00
3 days / 2 nights / 6 meals, up to 12 PEEC-led Classes	\$162.00
4 days / 3 nights / 9 meals, up to 15 PEEC-led Classes	\$223.00
5 days / 4 nights / 12 meals, up to 20 PEEC-led Classes	\$278.00

## Facility Use

\* Lodging, meals, and meeting space, as determined by group size.

\* Minimum group size is 15.

In certain cases, if there are other groups on campus, a group size of less than 15 may be permitted.

1 night / 3 meals	\$92.00
2 nights / 6 meals	\$138.00
3 nights / 9 meals	\$184.00
4 nights / 12 meals	\$230.00

Additional classes for Facility Use per 1.5 hour class up to 15 people. \$80.00

\* PEEC staff

2 staff required for groups of 100+ (per day) \$220.00

## Day Use Programs

\* Minimum group size is 15.

1 PEEC class	\$15.00
2 PEEC class	\$24.00
3 PEEC class	\$33.00
4 PEEC class	\$41.00

PEEC Programs include Interpretive Hikes, Canoeing, Pond Ecology, EcoZone, Geology, etc. See pages 4-8.

## Meals

Breakfast	\$7.50
Lunch	\$9.50
Dinner	\$13.50
Late Dinner (after 7pm)	\$200 (additional fee)
Snacks	See Snack Price List on Page 18
Full salad bar	\$1 per person per meal
Special dietary needs— (vegetarian, minimal kosher)	<b>3 weeks prior notice required</b>

## Tent Site

Platforms Provided

\$90.00/night minimum (up to 8 people)  
Maximum 30 people Groups over 8 – additional \$9.00/person

## Other Services

**Additional cabin** beyond group size needs (with residential program or facility use) \$110.00

**Linens**/person (sheets, washcloth, towel, pillowcase, and blanket) Groups are requested to bring pillows. \$16.00

\* Linens are not kept on premises. Exact numbers are needed 2 weeks prior to trip.

## Additional Programs

Live Birds of Prey, wildlife and herpetology programs, square dances etc.

*Additional fees apply*

\* Cabin check in time is 1:00 pm. If you arrive earlier, your group's equipment may be stored in the Main Building area.

\*\* Cabin inspection / check-out occurs before breakfast.

Continued on page 22



# PEEC Schedule of Rates

Effective January 1, 2017

Continued from page 21

## Field Trips (Round Trip)

Quarry  
 Childs Park  
 Raymondskill Falls  
 Dingmans Falls  
 Tom's Creek  
 Grey Towers

## 6 Pass Van

\$37  
 \$42  
 \$42  
 \$37  
 \$37  
 \$48



## Deposits

1. A non-refundable deposit of 20% is required immediately to hold reservation. A second non-refundable 30% deposit is due 60 days after the date of the contract. If your scheduled arrival date is less than 90 days from the date of the contract, an initial deposit of 50% is required.
2. Up to three weeks prior to your scheduled arrival, total number of participants can be decreased by up to 20% without penalty. Decreases in excess of 20% will be subject to forfeiture of the deposit for those participants.
3. Three weeks prior to scheduled arrival, groups are required to confirm guaranteed number of participants.
4. If you pay by credit or debit card there is a 5% fee on charges over \$1000 per account.



*"I honestly believe that the time I spent at PEEC sparked my interest in the environment and greatly influenced my decision to continue my education in environmental science and ecology."*  
 Alyssa Tomaskovic

*"(PEEC) provided real world, hands-on experiences that reinforced what was learned in the classroom."*  
 Steve Randall,  
 Bushkill Elementary Teacher





## Driving Directions to PEEC

The Pocono Environmental Education Center is located in northeastern Pennsylvania, approximately 20 miles from the junction of Pennsylvania, New York, and New Jersey, near the town of Dingmans Ferry. PEEC is within the borders of the Delaware Water Gap National Recreation Area.

### GPS Users:

**Please note that GPS navigation can be unreliable in this area.** Our street address is 538 Emery Road, Dingmans Ferry, PA 18328. We are located at the intersection of Emery Road and Brisco Mountain Road. For best results, please make certain that your GPS route follows the driving directions below.

### PEEC's Geographic Coordinates:

N 41° 10' 16.4064" W 74° 54' 51.8328"

**Please note: Buses are NOT allowed to cross the Delaware River at the Dingmans Ferry Bridge. Buses must use the Delaware Water Gap Bridge on Route I-80 or the Milford Bridge on Route 206.**

### From New York City: (Route 80 Westbound)

From Interstate 80 W, take Pennsylvania Exit 309 N for Marshalls Creek/Route 209. Follow Route 209N for approximately 18 miles. You will see a sign for PEEC between mile marker 8 & 9 on Route 209. Turn left onto Brisco Mountain Road. When the road forks, bear right at the stop sign and PEEC will be on your right.

### From Philadelphia, PA:

Take the Blue Route (476) to NE Extension; look for Exit 56 to Route 22 E. Take 22E to Route 33 N towards the Poconos and Stroudsburg. Route 33 will merge with Route 209. Follow signs for Interstate 80 E and stay on 209 until it merges with 80. Take Route 80 E to PA Exit 309 for Marshalls Creek/Route 209. Follow Route 209 for approximately 18 miles. You will see a sign for PEEC between mile marker 8 & 9 on Route 209. Turn left onto Brisco Mountain Road. When the road forks, bear right at the stop sign and PEEC will be on your right. (Approximately 2 hour travel time)

### From Harrisburg, PA: (Interstate 80 Eastbound)

Take Interstate 81 N to 80 E to Exit 309 N for Marshalls Creek/Route 209. Follow Route 209 N for approximately 18 miles. You will see a sign for PEEC between mile marker 8 & 9 on Route 209. Turn left onto Brisco Mountain Road. When the road forks, bear right at the stop sign and PEEC will be on your right.

### From Scranton, PA: (Interstate 84 Eastbound)

Take Exit 34 (Dingmans Ferry / Lord's Valley - Route 739 S). Follow 739 S for approximately 14 miles, until you reach the traffic light in Dingmans Ferry. Turn right at the light onto Route 209 S. Continue on Route 209 S for approximately 5 miles until you see the signs (between mile marker 8 & 9) indicating a right turn for PEEC at Brisco Mountain Rd. When the road forks, bear right at the stop sign and PEEC will be on your right.

### From Middletown, NY: (Interstate 84 Westbound)

Take Exit 34 (Dingmans Ferry / Lord's Valley - Route 739 S). Follow 739 S for approximately 14 miles, until you reach the traffic light in Dingmans Ferry. Turn right at the light onto Route 209 S. Continue on Route 209 S for approximately 5 miles until you see the signs (between mile marker 8 & 9) indicating a right turn for PEEC at Brisco Mountain Rd. When the road forks, bear right at the stop sign and PEEC will be on your right.

