

Commonwealth of Pennsylvania  
Pennsylvania Historical and Museum Commission  
**PENNSYLVANIA ANTHRACITE HERITAGE MUSEUM**  
**RR 1 Bald Mountain Road**  
**Scranton, PA 18504**  
Phone: 570-963-4804



Dear Group Leader:

The Lackawanna Coal Mine Tour and the Pennsylvania Anthracite Heritage Museum will no longer book joint tours. We realize that this represents a change from the past; however, our goal is to provide your group with an interactive experience that focuses on educational needs and is fun! The museum has developed new programs to accommodate your needs and enhance your experience. Your visit is important to us.

We would be pleased to take reservations for your tour, discuss group rates, and special needs. You may complete the enclosed form and fax it to us at 570-963-4194 or mail the form to the above address, call the Pennsylvania Anthracite Heritage Museum directly at (570) 963-4804 or (570) 963-4845, or email [rucummings@state.pa.us](mailto:rucummings@state.pa.us). All requested dates and times are subject to confirmation by the Museum. For additional information about the site, as well as the museum store, which offers distinctive items related to the heritage of the Anthracite area, visit our web site at [www.anthracitemuseum.org](http://www.anthracitemuseum.org). For group tours of the historic Scranton Iron Furnaces located on Cedar Avenue in Scranton, please follow the same procedure listed above for tours at the Museum.

Should you wish to complete your visit with a trip to the Lackawanna Coal Mine Tour, call (570) 963-MINE for reservations and rates. The Pennsylvania Anthracite Heritage Museum and Lackawanna Coal Mine Tour are both located within beautiful McDade Park, Scranton. The park offers many amenities for visitors.

Thank you for your interest in the Pennsylvania Anthracite history and culture! We welcome you to the Lackawanna Heritage Valley. Please visit our area partners.

Sincerely,

A handwritten signature in black ink that reads "Chester J. Kulesa". The signature is written in a cursive style with a large, prominent "C" at the beginning.

Chester J. Kulesa, Site Administrator  
PA Anthracite Heritage Museum



During your visit to the **PA ANTHRACITE HERITAGE MUSEUM** your students will have an opportunity to visit the Museum Store in the lobby where appropriate items related to the exhibits are available for purchase. Our many items are affordable for most children. The Museum Store is maintained by the PA Anthracite Heritage Museum & Iron Furnaces Associates. Purchases help support educational programs, workshops, and exhibits at the Museum. Our staff is available to assist children in making wise choices. If you wish to establish guidelines or request special assistance please speak to a staff person upon arrival.

Purchases made by the children can be marked with their names on each bag and kept together in a box designated for your class. Children would not have to carry anything extra or risk leaving something behind. The box can then be picked up by a chaperone before boarding the bus home.

Please note the Anthracite Heritage Museum Store has created educational souvenir packets, which can be purchased. These packets are \$ 2.00 (\$ 1.88 + \$ .12 tax). They can be reserved for you by calling Margaret or Barbara at the Museum Store (570) 963-4804 or 963-4845, and picked up during your visit.

**Each packet includes:**

- Package of Anthracite Coal
- Geology of Coal with instructions for a Coal Garden
- Postcard of our site
- Anthracite Heritage Museum pencil
- Pyrite on explanation card
- How Coal was formed and plant fossils info sheet
- Canoe craft kit
- Cat's cradle and other string games
- Slate on explanation card
- Immigrant's Life - Matching words and phrases

Also available is our **Anthracite Heritage Museum Activity Book** for students in grades K through 6. It is a great activity book relating to the museum exhibits and its purchase is a wonderful keepsake of the Museum visit. The price is reasonable (\$2.00 including tax).

If there is any way we can be of further assistance to you, please let us know. We hope your Museum visit will be a learning experience as well as an enjoyable day.

**ANTHRACITE HERITAGE MUSEUM STORE**  
McDade Park, Scranton, PA 18504  
**Phone (570) 963-4804**      **Fax (570) 963-1750**

[www.anthracitemuseum.org](http://www.anthracitemuseum.org)

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***IMPORTANT INFORMATION FOR FIELD TRIP LEAD-TEACHER 2006***

*To get the most out of your group's visit...*

- ❖ **Be prepared to divide your group**, assigning **1 adult** to accompany each group of 10 students.  
**Allow ample time for travel, restroom breaks & lunch.**
- ❖ **Prepare students for the museum environment** Discuss, in advance, museum as a “special place,” and why. Follow directions of museum staff, respect volunteer guides Touch objects *only at specific invitation* of your guide Avoid leaning on hanging panels or exhibit cases
- ❖ **Share chaperone responsibilities** (below).
- ❖ **Introduce students to Anthracite before visit.** What is it and why is it important?
- ✓ **Teachers are responsible for discipline.**
- ✓ **E-mail subject/interest area to [mlitvin@state.pa.us](mailto:mlitvin@state.pa.us)** (science, social studies, labor history) We honor your requests, schedule permitting.
- ✓ **CHECK OUT [www.explorepahistory.com](http://www.explorepahistory.com) for lesson plans, complete with PA standards, down-loadable photos, interactive coal mine, and more! (Click on “teachPAhistory”, select “region” and “Poconos Endless Mountains,” to find anthracite lessons.)** Encourage students to explore the vast website.

**TEACHER/CHAPERONE RESPONSIBILITIES**

PLEASE DISTRIBUTE A COPY OF THIS TO EACH TEACHER/CHAPERONE

Observing the following guidelines will help to assure a safe and enjoyable learning experience for everyone.

Be prepared to divide your group into smaller units, with adults to accompany each group into the exhibit hall to assist as needed. Students should speak with in-door voice and walk, not run. Chaperones should also assist their group if/when they shop in the museum store.

Restrooms are located in the museum lobby, to the left as one enters the building. **Chewing gum, food, and beverages are not permitted in the exhibit hall.**

Students should be respectful and attentive to guides' presentations. Questions are encouraged at the end, raising a hand to be recognized.

**Please, set cell phones** on vibrate to avoid distracting from the tour!

Exhibit objects are damaged by handling. Please allow student to handle only objects, which guides invite them to touch.

Photography is allowed in *this* museum, except in the Rogers' Saloon where flash is not permitted. However, photographers should avoid distracting themselves or others from the guide's presentation.

The museum is a smoke-free building. Butt cans are located outside the entrance. Please dispose of trash in receptacles on the grounds.

Staff and volunteers are available to answer questions and assist visitors. We appreciate your help in making your group's day at the museum a positive experience for everyone.

\*\* Bring this completed form with you when you arrive for your guided tour. \*\*

# PENNSYLVANIA ANTHRACITE HERITAGE MUSEUM

## GUIDED TOURS FORM

### IMPORTANT INFORMATION

The count requested below must be completed and presented at the museum desk on the day of your visit to insure proper charges for all in attendance.

Reservation Date \_\_\_\_\_ Reservation Time(s) \_\_\_\_\_

### General Group Tours:

Museum Use Only

# Guests \_\_\_\_\_ x \$5.50 \$ \_\_\_\_\_

AHMA/split PHMA/split

\_\_\_\_\_/\_\_\_\_\_

\*\*\*\*\*

### School Group Tours (only):

# Guests \_\_\_\_\_ x \$5.00 \$ \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_

### # Educators

(i.e. Teachers, ESS, interns, aids, and chaperones. *Up to 1 responsible adult per 10 paid students for a guided school tour is complimentary. Please see teacher and chaperone responsibilities flyer.*)

The Museum will accept CASH or a CHECK made payable to the **Anthracite Heritage Museum Associates**.

AMOUNT RECEIVED \$ \_\_\_\_\_ Cash  Check

GRADE \_\_\_\_\_

GROUP \_\_\_\_\_

CONTACT \_\_\_\_\_ Signature \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

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PLEASE PRINT

Effective 7/1/2009