Aztec Municipal School District Field Trip Request per Aztec Board of Education Policy IJOA

X Trip Longer Than School Day X More Than 100 Miles One Way X Overnight Trip

The Educators Rising chapter at AHS requests permission to travel to UNM in Albuquerque to participate in the State Educators Rising Conference.

Justification for Trip – Please be sure your justification is aligned with the goals of your school's current 90 Day Plan, the learning standards in your classroom and how it will improve the learning of your students.

Eight students from the Aztec High School chapter of Educators Rising would like to travel to UNM for the Educators Rising New Mexico State Conference. Students will attend workshops led by current and former educators about the profession, and compete against other Educators Rising students across the state with projects meant to enhance their learning about and passion for the teaching profession.

Date(s) of Trip: February 25-28th, 2	2026
Names of Adult Chaperones: Melody Postoak, Todd Jolley	
Estimated Cost of The Trip: \$5,490	
Will fundraisers be used to secure funds for this trip? X Yes No Please attach a list of approved fundraisers. -Donation Drive Fundraiser pending Board approval - Concession Stand at Lillywhite Gym	
Name of Person Making Request: Melody Postoak Date Request Submitted: 12/19/2025	
This Trip Has Been Approved by:	
Athletic/Activities Director	Davidsweet/18 Date 12-22-25
☐ Principal:	Date
☐ Superintendent: Lauren Laws	Date
☐ Board of Education	Date
Points to Consider Before Requesting Board Approval	

Appropriate for the age level, grade level, and curriculum

All district employees will travel on the bus unless prior approval by the Principal

Long enough in advance so that arrangements can be made prior to the trip

- ☐ Written permission must be obtained from the parents or legal guardians
- ☐ Have these students attended this trip or a similar trip in the past three years?