

**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 All-State Participants of AHS Band and Choir respectfully request permission to travel to Albuquerque for an overnight trip to perform in the 2025 NMMEA All-State Ensembles.

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.

A group of select high school music students, one student from the Band program and two students from the Choir program, have earned the privilege of performing with the other best high school musicians in the state. This annual event allows students the opportunity to sharpen their skills through collaboration with nationally acclaimed clinicians over the course of three days before performing for an audience of other student musicians, parents, and Educators from across New Mexico.

Date(s) of Trip: January 8th-11th, 2025


Names of Adult Chaperones: Paul Cranfill, Melody Postoak

Estimated Cost of The Trip: \$3,293.50 (possible reduced cost if fewer than 5 band students are accepted) Please attach an itemized list of costs. Trip estimate for 2 choir students and 1 band student [here](#).

Will fundraisers be used to secure funds for this trip? Yes X, No
Please attach a list of approved fundraisers.

Name of Person Making Request: Paul Cranfill, Melody Postoak Date Request Submitted: 2024-11-21

This Trip Has Been Approved by:

- Athletic/Activities Director  Date 11/22/24
- 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?