

# DISTRICT 197 OVERNIGHT OR EXTENDED TRIP REQUEST- FORM 2

**Form 1 must have been completed and approved before submitting Form 2**

Submit to Principal/Administrator and Superintendent's Office no less than two months prior to domestic travel and no less than 4 months prior to international travel.

Trip Leader/Staff Member Name: Jason Laux

Did you complete FORM 1 for this trip and receive the required approval? Yes

TOUR CHECKLIST	RESPONSE
1. Dates of travel	March 20-29, 2026
2. Trip destination	London, UK; Paris, Normandy, Brittany and Loire Valley in France
<b>3. SUBMIT:</b> Complete roster of travelers. Include a link to your roster in the response. <i>Link to roster template: TOUR ROSTER</i>	<b>Roster</b> Ryan Bedros Francesca Berg Carly Buzzell Olivia Caban <b>Marc Chaplin</b> Adelaide Christensen <b>Margaret Citta</b> Charles Crain Amelia Elgstuen Lucy Fallon <b>Deb Fallon</b> Felicity Henderson Abigail Holey Rory Jacobs Audrey Kolesky <b>Lawrence Jason Laux</b> Jackson McKenzie Aubrey McMahon Evelyn Menzhuber <b>Kathryn Morgart</b> Mia Negron Camila Reynoso Flores Margaret Smith Kathryn Smith Katherine Stein Emmett Styles Mia Walz

	Aryel Xiong
<p><b>4. SUBMIT:</b> Detailed Itinerary, including hotel names, addresses and phone numbers. Include a link or attach a document with these details in your response.</p> <p><b>You can look at our itinerary on <a href="http://Explorica.com">Explorica.com</a></b></p> <p><b>Tour ID: Laux-5232</b></p> <p>You can just click on the <b>PARENTS</b> tab and then click "<b>Sign up.</b>" Then, type in the Tour Center ID. That will show the itinerary, cost breakdown, etc.</p>	<p>London &amp; France March 20-29, 2026</p> <p><b>Itinerary</b></p> <p><b>Day 1</b> Start tour</p> <p><b>Day 2</b> Hello London Meet your tour director and check into hotel London city walk: Thames River, Trafalgar Square, National Gallery visit, Piccadilly Circus, Covent Garden, Leicester Square, Classic fish &amp; chips dinner</p> <p><b>Day 3</b> London landmarks London guided sightseeing tour: Buckingham Palace, Big Ben, Houses of Parliament, Westminster Abbey, Tower Bridge, Hyde Park, St. Paul's Cathedral Covent Garden treasure hunt Optional Windsor Castle guided excursion</p> <p><b>Day 4</b> London–Paris Eurostar Chunnel crossing Louvre visit Dinner in Latin Quarter</p> <p><b>Day 5</b> Paris landmarks Paris guided sightseeing tour: Arc de Triomphe, Champs Élysées, Eiffel Tower, Champ de Mars, École Militaire, Les Invalides, Conciergerie, Tuileries Garden, Place Vendôme, Opera House Optional Versailles guided excursion : State Apartments, Hall of Mirrors, Gardens of Versailles</p> <p><b>Day 6</b> Paris–St. Malo Travel to St. Malo via Normandy Normandy D-Day landing beaches Arromanches D-Day Museum visit</p> <p><b>Day 7</b> St. Malo landmarks St. Malo interactive sightseeing activity: Church of St. Vincent, Tomb of Jacques Cartier Mont-St-Michel monastery visit</p> <p><b>Day 8</b> St. Malo–Loire Valley Travel to Loire Valley Loire châteaux tour director-led sightseeing: Azay-le-Rideau visit, Château de Chenonceau visit Authentic French brasserie dinner</p> <p><b>Day 9</b> Loire Valley–Paris Travel to Paris via</p>

	Chartres Chartres Cathedral visit Seine River cruise <b>Day 10</b> End tour  <b>Lodging:</b>
5. Final number of <b>student travelers</b>	There are 23 students coming.
6. Final number of <b>adult travelers who are paying their own way/fare.</b>	There is one parent coming (a district employee) and a god-parent. They are paying their own way, but they will get a stipend of approximately \$600.
7. Final number of <b>adults travelers who are traveling with a free or reduced fare. [If any, include the amount by which their fare is reduced]</b>	There are three adult chaperones who are teachers at Two Rivers: myself (Jason Laux), Kathryn Morgart and Margaret Citta.
8. Final number of <b>district employees (also include in #6 and #7 counts)</b>	4
9. Ratio of adults to students	1:6
<b>FINAL TOTAL of Number of Travelers (Adults and Students)</b>	28
12. Have parents received detailed information about the cancellation policies and fees?	Yes. This was made clear at the outset.
13. Is travel insurance through the tour company required OR optional for your travelers?	It is optional but strongly recommended.
15. Has the district completed background checks for <b>all</b> adults?	One is left to be done.

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16. Is this a private tour, or will you be traveling with students from other schools? If so, please include the full roster of the adjoining group.	We will be traveling with students from another school and their teachers, but we do not know yet which school this is. We usually find out a few weeks in advance, but we never actually get a roster since they are not our students.
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17. How will you communicate with travelers while on tour?	I will see them every day and we will be staying in the same hotels. We will be together every day into the evening. They know where I am at all times. Even so, they will have my cell phone number (What's App).
18. How will you communicate with families back home/not on tour?	The travel diary is updated each day, with summaries of our adventures and pictures. Parents have my cell number / What's App for any questions / concerns.
19. What is your plan for those requiring medication?	I have a record of students who are on medication. This is the topic of one of the meetings we hold throughout the winter in preparation for the trip. If necessary, I keep an extra epi-pen or any other medication they need.

Staff Member's/Group Leader's Signature Date

Lawrence Jason Laux

October 13, 2025

**Required Approvals:**

Signature Date

1/16/2026

Principal

Superintendent/Designee Signature Date

1/20/26

Board Approval Date Approved

School

Once this form has been signed by your site administrator, submit it to the Superintendent for review and approval. It will then require School Board approval. Once approved, a signed copy will be returned to you for your records.