

To: David Meadows
From: Frederick Hill 
Date: February 6, 2012
Re: Request for Board Approval- TMS Field Trip to Washington, D.C.

David,

I am requesting to present for approval to the Board a field trip request for Tupelo Middle School's band. The field trip is for 17 members of the middle school band to compete in the Indoor Color Guard Competition. The field trip is March 25 to March 28, 2012.

Descriptor Term: FIELD TRIPS AND EXCURSIONS: REQUEST FORM	Descriptor: IJOA-E3	Issued: 6/13/00
	Rescind:	Issued:

**TUPELO PUBLIC SCHOOL DISTRICT
FIELD TRIP AND EXCURSION REQUEST FORM**

SCHOOL NAME TMS DATE JAN. 26, 2012

NAME OF REQUESTING GROUP SUSTAINABLE TRANSPORTATION COMPETITORS

NAME OF TEACHER/ADVISOR/SPONSOR JULIA SMITH

PURPOSE OF TRIP: TO CARRY TWO TEAMS TO THE GARRETT MORGAN SUSTAINABLE TRANSPORTATION COMPETITION HELD IN WASHINGTON, D.C.

FIELD TRIP DATES, TIMES, AND DESTINATION(S)

Field Trip Date(s): MARCH 25 - MARCH 28 Field Trip Destination(s): WASHINGTON, D.C.

Departure Date and Time: MARCH 25 @ 5:15 AM Return Date and Time: MARCH 28 @ 5:00 PM

STUDENT AND CHAPERONE INFORMATION

Number of Students: 8 Number of Other Chaperones: 0

Number of Staff Chaperones: 1 Number of Security Officers: 0

Number of Administrators: 1 Cost Per Student: \$ 0

FUNDING SOURCES:

FEES: _____ SCHOOL BUDGET: OTHER: \$500 donated by Dr. Pami Taylor

**TRANSPORTATION ARRANGEMENTS
(Please check)**

Walking Field Trip/Excursion: _____ Travel by TPSD Bus: _____

Travel by Charter Bus: _____ Other: parents take students to airport

TUPELO BOARD OF TRUSTEES

Garrett Morgan Sustainable Transportation Competition 2012 Itinerary

We will meet at Tupelo Middle School at 5:15am on Sunday morning to travel to Memphis Airport. We will arrive in Washington, D.C. during afternoon hours. Monday morning the students will visit historic sites, monuments and the Smithsonian Museum. Tuesday morning, we will travel to the Secretary of Transportation, Ray LaHood's office for our competition. We will depart Washington, D.C. on Wednesday, arriving back into Memphis, then travel back to Tupelo that afternoon.

Julia Smith
Excel Technology
Tupelo Middle School

Garrett Morgan Sustainable Transportation Competition 2012

Students invited to compete:

Chau, Davin

Hunt, Cameron

Hunt, Noah

Milne, Micah

Prasad, Achintya

Russell, Justin

Smith, Kievonte

Spivey, Ryan

Garrett Morgan Sustainable Transportation Competition

March 25-28, 2012

Washington, D.C.

Administrator: Kristy Luse

Staff: Julia Smith

Chaperones: No parent chaperones. One family may attend on their own accord; this is not firm due to travel expense incurred by the trip.

Itinerary:

- **March 25th**: Parents will meet school administrator and staff member at the Memphis International Airport with students at 7:20AM. Delta Flight 1008 will leave Memphis at 9:20 AM. Flight will arrive in Washington-Reagan International Airport at 1:05 PM. Eight TMS students, administrator and staff member will use a shuttle to travel to the Liaison Hotel in Washington, D.C. The afternoon and early evening will be spent visiting the National Transportation Museum, with students returning to the hotel for dinner. Student teams will use the evening following dinner to prepare for the presentation and competition. Transportation will be provided via the Liaison Hotel. Bedtime/lights out at 10:00PM.
- **March 26th**: Breakfast at hotel prior to leaving for education tours. At approximately 8:30 AM, administrator, staff member, and TMS students will visit Secretary Ray LaHood's office, schedule a meeting with Congressman Allen Nunnelee and/or tour his office prior to lunch. The TMS group will break for lunch at approximately noon. The remainder of the afternoon will be spent touring the Transportation Exhibits in the Smithsonian Museum and a walking tour of historic sites and monuments, as all of these are within .5 mile walking distance from the Liaison Hotel. Students and TMS staff/administrator will return to the hotel prior to dinner at approximately 5:30 PM. Students and TMS staff/administrator will then take the students to dinner at a local restaurant at approximately 7:00PM. Travel via walking distance to restaurant. Students will return to the hotel and will spend the remainder of the evening preparing final details for presentation/competition. Bedtime/lights out at 10:00PM.
- **March 27th**: Students and staff/administrator will eat breakfast/brunch at the hotel at approximately 9:00AM. Students and staff/administrator will travel via hotel shuttle/taxi to the US Department of Transportation with arrive at 11:00AM. Students and staff/administrator will assist student teams in assembling laptops, displays, prototypes and presentation folders for the competition to begin at 12:00PM. AASHTO Representative, Linda Clifton, will meet the TMS group at the US DOT to assist in the process and competition monitoring for TMS. Students will then compete via questions, presentations, and observation opportunities from US DOT judges and Secretary Ray LaHood. The consortium will be a live broadcast with all participating groups

featured. Upon conclusion of the competition (at approximately 5:00PM), students and staff/administrator will then travel via hotel shuttle to the restaurant which is walking distance from the Liaison Hotel. Students, staff/administrator, and AASHTO Representative, Linda Clifton, will have dinner at approximately 6:00PM. Students and staff/administrator will then return to the hotel (walking) at approximately 8:00PM. Bedtime/lights out is 10:00PM.

- **March 28th**: Students and staff/administrator will depart (after 7:00 AM breakfast) from the Liaison Hotel at 9:00AM via hotel shuttle for the Washington-Reagan International Airport. Students and staff/administrator will depart on Delta Flight 3438 at 11:40 AM, arriving at the Memphis International Airport at 1:05PM. Students will be met by their parents at approximately 1:05PM and will ride home with parents in private vehicles. Staff and administrator will follow behind in own personal vehicle. Arrival of all parties to Tupelo, MS will be approximately 3:30PM.

Please let me know if you need additional information. I will be glad to provide this for review.

Thanks!

Kristy Luse