

Buffalo-Hanover-Montrose Public Schools Optional Field Trip/Overnight or Out-of-State Trip APPROVAL Form

School BHS Group Making Request BHS Music Department

Principal Mr. Mischke Person in Charge Zack Carlson-Giving, Kristine Wiese, Shannon Curtis

1. Destination: New York City, New York
2. Dates of Trip: April 21-25. Number of School Days Missed: 2
3. Number of Students: Male 60-75 Female 80-90
4. Grade Levels Included: 11-12
5. Supervision requirements: one adult for every 12 students. Same gender chaperone must be included for each gender participating.
 - a. Staff Accompanying: Zack Carlson-Giving, Kristine Wiese, Shannon Curtis

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- b. Other Adults Accompanying: Chaperones (10 students to 1) that apply to Chaperone. 11-14 based on numbers above.

7. Describe the purpose and objectives of the trip:

Buffalo High School Music Students have the opportunity to take music to New York City as a culminating activity for their Junior or Senior year of high school. This experience extends their educational experience at BHS into the real world. Students perform for new audiences, attend Broadway performances, see world-class professional concerts, visit historical and cultural sites that New York City has to offer. The goals are to expose students to world-class artistry, deepen their cultural and historical understanding, strengthen ensemble unity across the entire department (Band, Choir, Orchestra), and inspire lifelong engagement with music and the arts. As a decades-long tradition, this trip also connects students to the legacy of our program, and the greater BHM Schools Community.

8. Cost Factors:

- a. Trip funded by:
 1. School Account X
 2. Individual student X
 - b. Cost per person \$2,000-2,050
 - c. What provision has been made for students with financial difficulties? Fund raising activities conducted?
Group fundraising, grant writing, and individual fundraising efforts are all underway to make this as cost effective as possible for families and students. Students have been fundraising for 2 or 3 years and many students have money set aside. All students have access to fundraising opportunities. Students with particularly challenging financial circumstances may receive additional support from outside sources, donors, and generous families with more fiscal means.
 - d. What efforts have been made to acquire the most cost effective price?
We have received more than one quote for this NYC Trip and have included requests for bus-only, flying-only, and a mixture to achieve the most effective and valuable price for our students.
1. Faculty members may not receive any salary remuneration relating to field trips from outside agencies or arrange trips for financial gain. Is a portion of the funds provided by students paying for or reducing chaperone costs? **YES** **NO**
 2. Insurance Issues
 - a. Will students need additional medical insurance coverage? **YES** **NO**
 - b. Is group tour insurance being purchase? If so, what is the coverage and cost?
Individual trip insurance may be purchased through a third party through our travel company.

9. Transportation Information: How will students be transported?

- a. Bus X Name of Company TBD by Tour Operator
- b. Plane _____ Name of Airline _____
- c. School District van/s _____
- d. School District not responsible for transportation _____
- e. Other – explain _____

10. Communication - Please attach a copy of the trip itinerary. Include parental and student input in the planning process and all parent meetings conducted to ensure full disclosure of the trip and associated topics to include but not limited to: purpose of the trip, cost (to include spending money), fund raising, adult chaperones, emergency telephone numbers, medical insurance needs, procedure for sending a student home in case of an emergency (medical, disciplinary, etc.) and itinerary.

The trip itinerary from Performance Tours (our potential-contracted tour operator, and previous tour operator) is listed below, detailing transportation, lodging, meals, performances, and sightseeing.

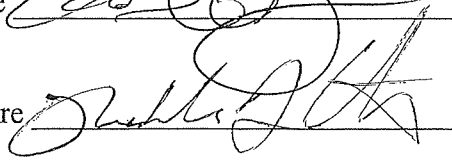
Person in Charge Signature



Date

9/21/26

Activities Director Signature



Date

10/20/26

Superintendent Signature

Date
