

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

School High School Group Making Request Arts Magnet
Principal Mark Mischke Person in Charge Sheri Tamte

1. Destination: London, Paris, Rome

2. Dates of Trip: 6.27.11 - 7.6.11 Number of School Days Missed: 0

3. Number of Students: Male 2 Female 13

4. Grade Levels Included: 9-12

5. Supervision requirements: one adult for every 12 students. Same gender chaperone must be included for each gender participating.

a. Staff Accompanying: _____
Sheri Tamte, 6 other parents

b. Other Adults Accompanying: _____

7. Describe the purpose and objectives of the trip:
Cultural experience, original art, global perspectives

8. Cost Factors:

a. Trip funded by:
1. School Account
2. Individual student
b. Cost per person 3875⁰⁰ + additions = \$4122

c. What provision has been made for students with financial difficulties? Fund raising activities conducted?
pancake breakfast, bagging groceries, pie sales, student made art sales

d. What efforts have been made to acquire the most cost effective price?
researched tour companies, traveled with
NETC in the past

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?

no, students have option to purchase tour ins.

9. Transportation Information: How will students be transported?

- a. Bus Name of Company European
- b. Plane Name of Airline Delta & affiliates
- c. School District van/s _____
- d. Private vehicle driven by responsible adult _____
- e. Other _____
- f. School District not responsible for transportation _____

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.

Person in Charge Signature Sheri Saute Date 12/16/10

Activities Director Signature [Signature] Date 12/16/10

Superintendent Signature [Signature] Date 12/21/10