



West Allis-West Milwaukee School District – 9333 West Lincoln, West Allis, WI 53227 – 414-604-3000

FIELD TRIP REQUEST
EXTENDED USA (NON-CONTIGUOUS STATES) & INTERNATIONAL

Date of Request: Sept. 18, 2025 School: Nathan Hale

Trip Leader (teacher, advisor, coach) (Print) April Ellery

Trip Leader cell phone: 414.704.7417 School email: ellery@wawmsd.org

For class/group/team: AP Literature / AP European history / AP World

Purpose: Students will visit, explore, and immerse themselves in the history and literature they study in AP English + AP History classes.
☒ Itinerary attached

Departure Date: July 19, 2027 Time: - Location: Chicago

Return Date: July 26, 2027 Time: - Location: same as above

Number of days: 8 Destination(s): London, England; Paris, France

Travel Agency: ACIS ☒ Itinerary attached

Contact: Diana Kerrigan Telephone: 773-657-2720 Email: DKerrigan@acis.com

Cost to Student:

Transportation	\$ _____
Lodging	\$ _____
Meals	\$ _____
Insurance (Health/Accident)	\$ _____

} all inclusive in package price

Charge for adult participation \$ N/A

Additional monies needed \$ _____

Explain: _____

Total cost to student: \$ 5158.00

Cost to Budget

Chaperone coverage: N/A

Other Expenses: _____

Total Cost to Budget: N/A

Will fund-raising be needed for this trip? ☐ Yes ☐ No If yes, how much \$ personal choice

How will funds be raised? Candy sales, Kringie Sales, Paint Nights,

Anticipated number of students participating (must be members of class/group/team): 20

Number of Chaperones (must be over 21): Staff: 4 Volunteer: _____ Male: 2 Female: 2

Transportation

☐ Charter Bus

☒ Airline: TBA

☒ Other: School bus

Plan for Obtaining Emergency Medical Care: 911 Abroad Number(s): _____

Trip Leader signature April Ellery Date: 10/10/2025

Principal Name:(Print) Matthew LePar

Principal signature: [Signature] Date: 10/17/25 ☒ Approved ☐ Not Approved

Once approved, scan to fieldtriprequest@wawmsd.org.

Director of Leadership & Learning Signature: [Signature] Date: 12/5/25 ☒ Approved ☐ Not Approved

Board of Education meeting date/time: 12/15/25 ☒ Trip Leader notified by knq 12/5/25

Board of Education: _____ Date: _____ ☐ Approved ☐ Not Approved

**If you have questions regarding field trips,
contact your principal or Kim Grady (Leadership & Learning)
at gradyk@wawmsd.org or 414-604-3015.**

Field Trip Records are Filed in the Main Office

Field Trips Not Approved

The requested field trip does not meet the criteria outlined in district policy and the request has been denied. Therefore, the teacher is not authorized to conduct this field trip by the district. Should the teacher choose to conduct the field trip on private time, he/she is required to inform the parents and students in writing that the field trip is not a school function, that it is not sanctioned by the district, and that the district is not liable for any injuries which may occur. Trips that do not meet the criteria and, therefore, may not be approved by the principal, will be considered unauthorized trips and neither school facilities nor school time may be used to promote them. This includes room use for meetings, public address announcements, disbursements of fliers, and collection of money.

acis

Tale of Two Cities

Group Leader

April Ellery

Group Leader ID

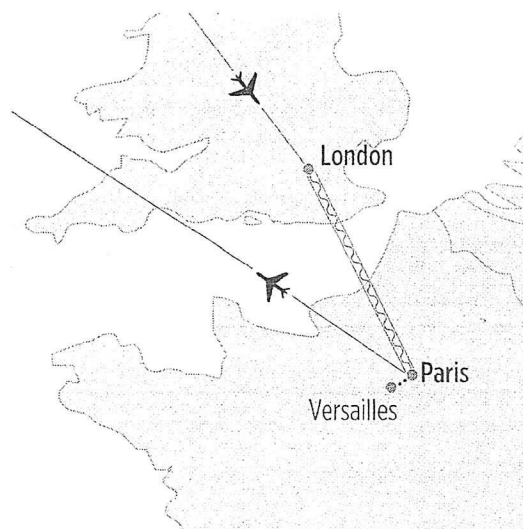
228357

WHAT'S INCLUDED

- ✈ Round-Trip Flights
- 🍽 Daily Breakfast and Dinner (unless otherwise noted)
- ★ 3- or 4-Star Hotels
- 👤 24-Hour Tour Manager
- 🏠 Centrally Located Hotels
- 🌟 Start Exploring
- 🌐 Global Network
- 🚗 All Local Transportation
- 🎧 Personal Headsets Included Throughout Tour
- 📍 London Tour with Guide
- 🏰 St. Paul's Cathedral
- 🎭 London West End Theater Performance
- ✈ London-Paris Eurostar
- 📍 Paris Tour with Guide
- 🏰 Versailles Château and Gardens
- 🚤 Seine Boat Ride
- 🏛 Louvre with Guide and Reservation

TRIP ITINERARY

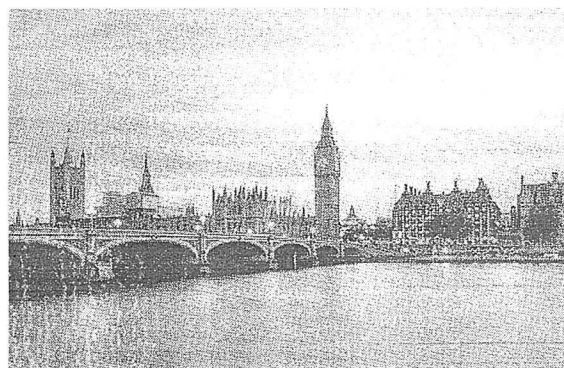
8 Days | Overnights: Overnight Flight (1), London (3), Paris (3)

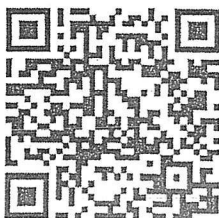
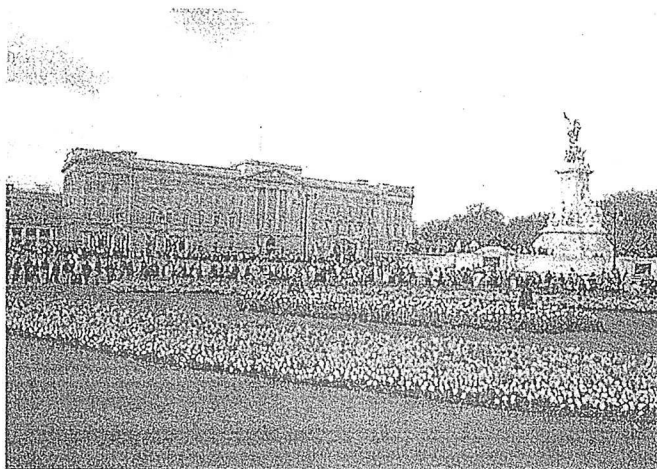
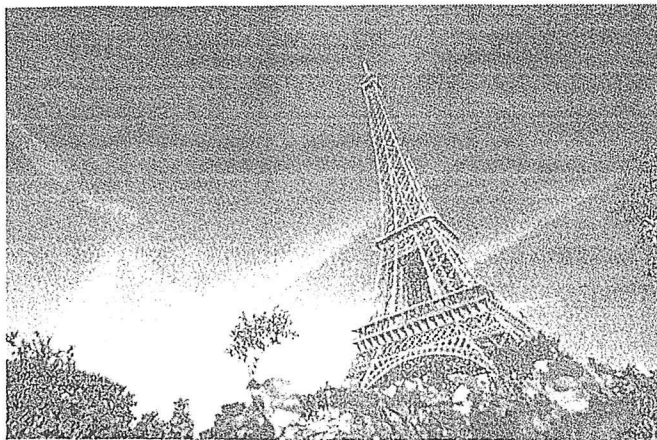


OUR PROMISE

Travel Changes Lives

In educational travel, every moment matters. Pushing the experience from "good enough" to exceptional is what we do every day. Our mission is to empower educators to introduce their students to the world beyond the classroom and inspire the next generation of global citizens.





ACIS TRIPSITE

Scan the code to view your group's Tripsite and learn more details about your upcoming trip, and to register!

Get Started Today

REGISTER:

Scan the above QR code or visit www.acis.com/findmytrip and enter your Group Leader's ID and last name and click Register Now when you're ready to sign up.

Depart From: Chicago

Cost per Traveler

\$5158

\$245 per month using an automatic payment plan

Full Payment Deadline

3/11/2027

Cost Breakdown

Program Fee	\$5353
Early Registration Discount	\$-100
Saver Date Incentive	\$-200
Prepaid Tipping	\$105
Total Cost	\$5158

Valid through 11/1/2025

Additional Fees (as applicable)

Adult Surcharge	\$100
Single Room Supplement	\$720
Double Room Supplement	\$450
Ultimate Protection Plan	\$320
Ultimate-Plus Protection Plan	\$440
French Theater Performance with Surtitles	\$76

NOTES FROM ACIS

Earn a \$100 Bundle Discount by selecting an upgraded protection plan and enrolling in Automatic Payments.

All registered participants can enjoy the convenience and savings of having payments automatically withdrawn from a checking account with an Automatic Payment Plan. To learn more, visit acis.com/autopay.

Adult travelers over 21 should add in the Adult Surcharge and Double or Single Room Supplement to calculate Total Cost.

This educational travel program is not school or district sponsored unless expressly stated by the Group Leader.

QUESTIONS?

Find answers to our most frequently asked questions at www.acis.com/faqs or contact Traveler Support via Live Chat on acis.com or email accounts@acis.com.