

FORM #610
Revised 2-27-2006

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

School Buffalo Senior High School Group Making Request BHS Concert Band/Choir/Orchestra

Principal Mark Mischke Person in Charge Scott Rabehl/Mike Walsh/Mike Knutson

1. Destination: New York City, New York
2. Dates of Trip: April 28-May 2, 2016 Number of School Days Missed: 3.25
3. Number of Students: 151 as of 11-17-15 Male 64 Female 87
4. Grade Levels Included: 11-12
5. Supervision requirements: BHM requires one adult for every 12 students. Same gender chaperone must be included for each gender participating.

Staff Accompanying: Scott Rabehl, Michael Walsh, Michael Knutson, Jill Starr

Other Adults Accompanying: To Be Determined. Parents to complete a staffing ratio of one adult for every 10 students.

7. Describe the purpose and objectives of the trip:
 - To perform in large national festival.
 - To expose children to other parts of the country and other cultures.
 - To have social and team-building experiences that can only happen when you travel.
 - To create lifelong memories.
8. Cost Factors:
 - Trip funded by: Individual students
 - a. Cost per person: Estimate as of 11-17-15, \$725

What provision has been made for students with financial difficulties? Fund raising activities conducted?

Fundraising Opportunities:

Happenings Books, Frozen Food, Coffee Sale, Cub Foods Bagging, Dan & Jerry's planting, and others to be determined.

Accommodations for Cost: Students who make a significant effort to fundraise but are in a financial situation that prevents them from going on the trip may apply for a scholarship from the Tri M Music Honor Society or their branch of the departments 09 Account to help reduce their cost.

What efforts have been made to acquire the most cost effective price?

Performance Tours, from Anoka, MN, was selected to guide this trip. We have been working with them for several years now to develop a level of trip-content and value that provides a quality experience yet is affordable.

- 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
- 2. Insurance Issues
 - a. Will students need additional medical insurance coverage? No
 - b. Is group tour insurance being purchased? No, but individuals may chose to purchase tour insurance from our travel consultant, Performance Tours, Inc.

9. Transportation Information: How will students be transported? Coach Buses

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.

Trip Inclusions as of 11-17-15

- ◆ Perform in the Performing Arts Consultants adjudicated music festival. Festival is held at the College of Staten Island
- ◆ Medieval Times dinner and show (the festival awards are held on this same evening)
- ◆ 9-11 at the World Trade Center.
- ◆ China Town and Little Italy
- ◆ Brooklyn Bridge
- ◆ Ferry to the Ellis Island Museum & Statue of Liberty
- ◆ Step-on guided tour of New York City (includes walk through Central Park)
- ◆ One World Observation Deck
- ◆ Tour of Radio City Music Hall
- ◆ Shopping on Fifth Avenue, South Central Park and Times Square
- ◆ Mid-town Manhattan & Times Square
- ◆ Friday evening choice of Greenwich Village (free), or one of three Broadway musicals (extra cost) including "An American in Paris", "Wicked", "Something Rotten"

Person in Charge Signature Scott Raloff Date 11/17/15
Michael Wall Date 11/18/15
MSU Date 11-18-15
 Activities Director Signature [Signature] Date 11/18/15
 Superintendent Signature _____ Date _____