

bdbfc99b-161b-4f6b-8b79-70ce5b658eb2

League of Nations End of Year Trip

Submission ID: bdbfc99b-161b-4f6b-8b79-70ce5b658eb2

Org Name: AZTEC HIGH SCHOOL

Submitter: Kimberly Zah

Submitter Email: kimberlyzah@aztecschools.com

Status: **Resubmitted**

Submission Title *

League of Nations End of Year Trip

The title is used to identify the submission for both submitters and reviewers. Choose something specific but brief.

Group requesting permission *

League of Nations of Aztec HS

Travel to destination *

Albuquerque, NM

Points to Consider Before Requesting Approval

Appropriate for the age level, grade level, and curriculum.

All district employees will travel on the bus unless prior approval by the Principal?

Request made long enough in advance so that arrangements can be made prior to the trip?

Written permission must be obtained from the parents or legal guardians?

Have these students attended this trip or a similar trip in the past three years?

Justification for Trip – How does this trip align with your school’s current 90 Day Plan, the learning standards in your classroom, and how it will improve the learning of your students? *

For our end of school year trip, we have been meeting, advocating and fundraising for the memb

Attach narrative if applicable

3:2 ratio or 1400x933 pixels ⓘ



Drag & drop media to upload or select files

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Date(s) of Trip: *

May 30, 2026 to June 2, 2026

Time of Departure: *

8:00 a.m.

Time you will Arrive Back: *

9:00 p.m.

Names of Adult Chaperones: *

Lyann Trujillo, Kimberly Zah and Ryan Dee

 Trips over 100 miles or overnight require School Board approval.

Estimated Cost of The Trip (enter \$0.00 if none): *

\$7,300.00

Please attach an itemized list of costs or document declaring no costs.

3:2 ratio or 1400x933 pixels 



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Will fundraisers be used to secure funds for this trip?

YES

NO



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⚠ Field trips must be planned within the context of the school program and must be appropriate for the age level, grade level, and curriculum. Due to limitations imposed by local conditions, field trips may be limited by the Superintendent. All field trips must be specifically approved by the Superintendent long enough in advance so that arrangements can be made prior to the trip. Before any student is taken from the school grounds on a field trip, written permission must be obtained from the parents or legal guardians. Transportation shall be provided only by District vehicles, driven by authorized personnel.

⚠ In general, field trips shall be conducted within the normal school day and shall be limited to a distance of not more than one hundred (100) miles one (1) way from the school. Longer trips or overnight trips must have Board approval. The District will not sponsor, approve, support, or encourage field trips that do not meet the criteria outlined in this policy, unless the Board gives approval after a presentation justifying the specific need for the exception.

Form History

	Kimberly Zah submitted form	3/26/2026, 10:56:07 AM
	Loni StoryHouse approved form	3/26/2026, 11:07:15 AM
	Charda Sanders rejected form	3/26/2026, 1:00:27 PM
	Notes: Please list the NAMES of the sponsors attending.	
	Kimberly Zah resubmitted form	3/26/2026 1:12:51 PM

Form updates from last submission.

Names of Adult Chaperones; Please attach an itemized list of costs or document declaring no costs., Please attach a list of approved fundraisers.

✓ Tiffany Gould approved form 3/26/2026, 1:14:12 PM

✓ Charda Sanders approved form 3/26/2026, 1:14:40 PM

••• pending review from ...
01 Superintendent
02 Superintendent

For our end-of-school-year trip, we have been meeting, advocating, and fundraising for the members to experience places we have yet to visit, while also educating ourselves. The educational sites would be to visit the Museum of Albuquerque, Zoo Botanical Garden, and UNM. The fun team bonding activities include visiting Hinkle Fun center, Sandia Peak tramway and Cliff's Amusement park.

Aztec Travel/ Trip Estimate Worksheet 2025-26 SY

Rev. 6/11/25

Dates of Travel:	May 30 to June 2, 2026
Destination:	Albuquerque, NM
Name of Event:	End of Year League of Nations Trip
Trip Supervisor, Coach or Traveler:	Lyann Trujillo, Kimberly Zah and Ryan Dee

of Buses

BUS Miles (One Way)
 \$1.25/mile plus 5% contingency



of SUV's

SUV Miles (One Way)
 \$0.65/mile plus 5% contingency

Bus Miles at Destination

SUV Miles at Destination

of Drivers

Drive Time (One Way)
 \$19.00/hour

Hours at Destination
 Driver receives 8 hours minimum if staying multiple days at destination

Bus Driver Days on Trip

of Students

of Teachers/Coaches

Hotel Expense Total Trip **Account to Charge:**
 (Best available budget-friendly, clean hotel - Mr. Sweet will review)

Meal Expense Total Trip **Account to Charge:**
 (\$12.00 per meal maximum)

Registration or Entry Fee **Account to Charge:**
 (Attach Event Info or Flyer) **VENDOR:**

Misc. Expense Estimate **Account to Charge:**
For/Description:

Total Trip Expense

Cost Per Student

Transp Dept Total

All Other Exp Total (Total of Hotel, Meals, Registration, Misc.)