

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

School Buffalo HS Group Making Request French
Principal Mark Mischke Person in Charge Jason Swanson
Lisa Nordmeyer

1. Destination: Bergerac and Paris, France
2. Dates of Trip: March 28 - April 6 2019 Number of School Days Missed: 1 or 1/2
3. Number of Students: Male ? Female ? depending on flight
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: Lisa Nordmeyer

b. Other Adults Accompanying: Brian Dixon

7. Describe the purpose and objectives of the trip:

Bi-annual (odd years) spring trip to complete
an exchange with our sister school in
Bergerac, France

8. Cost Factors:

- a. Trip funded by:

1. School Account ☒
2. Individual student ☒

- b. Cost per person \$2,969

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

Fund Raising - district
Schwann's

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

Non profit. Same price for 6 years running.

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?

Yes. Cost included in price

9. Transportation Information: How will students be transported?

a. Bus ☒ Name of Company Hamellet Voyage

b. Plane ☒ Name of Airline Delta

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.

Person in Charge Signature

[Signature]

Date

1/4/18

Activities Director Signature

Date

Superintendent Signature

Date