

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

School Buffalo High School Group Making Request German Exchange
Principal Mark Mischke Person in Charge Michele Strassburg

1. Destination: Germany: Munich and Berlin

2. Dates of Trip: June 13-30, 2019 (approx) Number of School Days Missed: 0

3. Number of Students: Male 3 Female 11

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: Michele Strassburg and Mark Mischke

b. Other Adults Accompanying: _____

7. Describe the purpose and objectives of the trip:

This will be our 9th German exchange program through GAPP (German American Partnership Program). Students taking German language are matched up with a host family and partner from our partner school. Students will host their partners for 2.5 weeks in October 2018 and then will travel and live with that host family in June 2019. They will be learning German, visiting a German school, and learning about German culture and family life.

8. Cost Factors:

a. Trip funded by:

1. School Account

2. Individual student

b. Cost per person \$1800 for 18 days

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

Parents and students will be given the opportunity to organize fund raising opportunities. Costs are kept low because of the nature of the exchange and parents are able to pay over a 2 year period.

d. What efforts have been made to acquire the most cost effective price?
Students will be staying with families to eliminate hotel costs, group uses public transportation and there is no cost for a travel company because all arrangements are made by the 2 partner teachers.

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

9. Transportation Information: How will students be transported?

- a. Bus X Name of Company Vision Transportation
- b. Plane X Name of Airline Icelandair (most likely)
- 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.

This information is not yet all available - -I will have to submit it closer to the date of departure

I know that I will be having 3 parent meetings – initial meeting Feb 2018

September 2018 – meeting before Germans come to Buffalo

May 2019 – meeting before Americans fly to Germany

Person in Charge Signature  Date 1-24-2018

Activities Director Signature  Date 3/5/18

Superintendent Signature _____ Date _____