

Instruction REGULATION 6153(f) Field Trips and Community Service FORM 1

OVERNIGHT & OUT-OF-STATE FIELD TRIP REQUEST FORM

All overnight and out-of-state field trips require the approval of the Board of Education 60 days in advance of the departure date. All foreign travel field trips must be submitted for Board approval 90 days in advance of the departure date. The following information must be forwarded electronically and in TRIPLICATE (hard copies) 30 days prior to the Board meeting which summarizes the trip. NOTE: A Narrative must be attached justifying this field trip to the school curriculum and/or mission statement. No financial commitments are to be made until Board approval. **This form must be typewritten and ALL items filled in or marked N/A.**

Name of School: **MHS**

Date of Request: **1/21/2025**

Name of Club or Activity: **DECA**

Trip To: **NYC South Street Seaport**

Purpose: **Retail, Marketing, Finance**

Number of Students Participating: **80**

Number of students eligible to go on the field trip: **206**

Dates of Trip: From: **5/18/2025** To: **5/18/2025** # of school days missed: **0 - Sunday**

Names of Teachers and Chaperones:

1. David Reynolds
2. Vivian Sheen
3. Lee Schwartzman

Number of Non-Chaperone Adults going on trip: **0**

Transportation: **Bus** Van Train Plane Car Other Are fund-raising activities planned: If so, describe: **Paid for via the Carl D. Perkins grant**

Amount of money raised through fundraisers: **\$0**

Lodging: Hotel/Motel Camp Private Home **N/A**

Insurance Arrangements for Staff and Students: **District**

Cost per Student: **\$0** Cost per Teacher and/or Chaperone: **\$0**

Cost per Nurse: **\$0** Cost per Paraprofessional: **\$0**

If Travel Agencies are engaged, at least three quotations need to be provided w/doc **N/A**

Name of teacher making request: **David Reynolds**

Approved by Department Head at secondary level: _____

Approved by Principal: _____

Authorized by Chief Academic Officer: _____

Superintendent Approval: _____

Date: **2/5/25**

This valuable experience will synergize and reinforce marketing and financial education in the heart of the world's financial district. The South Street Seaport area has a plethora of real-life examples of retailing and marketing in action. In addition to driving conversations on these topics we are also in the heart of the financial district and Wall Street and this experience brings financial literacy education, a graduation requirement, to life. This trip is at no cost to students and is on a Sunday so students are not missing instructional days. Thanks in advance for your consideration.