

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/Zach Carlson/Mike Knutson/Rachel Vannett

1. Destination: New York City, New York
2. Dates of Trip: March 26-31 Number of School Days Missed: 0 (Spring Break)
3. Number of Students: Prelim numbers are 96-121 Male 38-48 Female 58-73
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, Zachariah Carlson, Rachel Vannett, 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 give students the opportunity to hear world class performances. (Broadway show, Metropolitan Opera, New York Philharmonic.)
 - 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:
 - a. Trip funded by: Individual students
 - b. Cost per person: Estimate is \$910
 - c. What provision has been made for students with financial difficulties? Fund raising activities conducted?
Fundraising Opportunities:
Happenings Books, Coffee Sales, 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.

- d. 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
- a. 3 Buses. Name of Company: Holt Bus (Cokato, MN)
 - b. 0 Planes.
 - c. 0 School Dist. Vans
 - d. School Dist. Not responsible for transportation: Correct
 - e. Other: None

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

- ◆ New York Philharmonic Concert
- ◆ Metropolitan Opera performance
- ◆ "West Side Story" on Broadway
- ◆ 9-11 Museum and Ground Zero
- ◆ China Town and Little Italy
- ◆ Ferry to the Ellis Island Museum & Statue of Liberty
- ◆ Step-on guided tour of New York City (includes walk through Central Park)
- ◆ Tour of Radio City Music Hall
- ◆ Shopping on Fifth Avenue, South Central Park and Times Square
- ◆ Mid-town Manhattan & Times Square

Person in Charge Signature  Date 10-9-19

 Date 10/9/19

 Date 10/9/19
 Date 10/9/19

Activities Director Signature  Date 10/9/19

Superintendent Signature _____ Date _____