

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 type written and ALL items filled in or marked N/A.**

Name of School: **Middletown High School**

Date of Request: **9-24-25**

Name of Club or Activity: **MHS Blue Dragon Robotics Team 9909**

Trip To: **Wilton HS – Wilton, CT**

Purpose: **2026 VEX Robotics Connecticut State Championship**

Number of Students Participating: **40**

Number of students eligible to go on the field trip: **40**

Dates of Trip: **Fri March 13 to Sun March 15, 2026**

of school days missed: **1**

Names of Teachers and Chaperones:

Sam Faulkenberry	Beth Shapiro

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

Transportation: **Bus**

Are fund-raising activities planned: **Yes**

If so, describe: **Middletown VEX Robotics State Qualifier**

Amount of money raised through fundraisers: **\$2000**

Lodging: **hotel - Not booked as of 9/26/25**

Insurance Arrangements for Staff and Students: **N/A**

Cost per Student: **\$200**

Cost per Teacher and/or Chaperone:

Cost per Nurse: **N/A**

Cost per Paraprofessional: **N/A**

If travel agencies are engaged, at least three quotations need to be provided with documentation attached to this form: **N/A**

Name of teacher making request: **Sam Faulkenberry**

Approved by Department Head at secondary level: **David Reynolds**

Approved by Principal:

Authorized by Chief Academic Officer:

Superintendent Approval:

Date:

2026 VEX Robotics Connecticut State Championship

Middletown High School Blue Dragon Robotics Team 9909

Middletown Blue Dragon Robotics Team 9909 has competed in the internationally recognized VEX Robotics Competition for 13 seasons. The 2025-26 roster will field eight teams with 50 students (grades 9-12). Throughout the competitive season, Team 9909 will showcase problem-solving, critical thinking, and collaboration skills at 11 state qualifiers, 4 national signature events, and the CTEEA VEX Robotics State Championship. Teams will compete with the end-goal of qualifying for the 2026 VEX Robotics World Championship in St. Louis, MO in April 2026. Middletown Robotics also mentors Beman Middle School Robotics Team 99088.

The MHS Engineering and Robotics program provides exceptional educational opportunities to all students participating. These experiences empower students to develop essential 21st century skills that transcend the classroom.

The 2026 VEX Robotics Connecticut State Championship will be held at Wilton HS – Wilton, CT from Fri March 13 to Sun March 15. MHS Robotics will compete against top teams from across the state for qualifications to the 2026 VEX Robotics World Championship.

The cost of the competition will be approximately \$200 per student including registration and lodging accommodations.

To ensure that the trip is a financially equitable opportunity for all team members, Middletown Robotics completes fund-raising activities which include hosting a VEX Robotics State Qualifier at MHS.

Sam Faulkenberry and Beth Shapiro will chaperone the trip.

Students will miss a total of one school day.

Mr. Faulkenberry will meet with parents and students to discuss all expectations and procedures for the trip in order to insure a safe and enriching experience.

Students will confirm that missed work and lessons during that week are completed prior to the trip.

This tournament is an exciting and unique educational opportunity for students as they continue to prepare for their academic and professional future. Middletown High School Blue Dragon Robotics Team 9909 always appreciates your continued support.

2025-26**FIELD TRIP REQUEST FORM**

(Please refer to field trip procedures on page 3)

Today's Date: **9-24-24**Person Requesting Authorization: **Sam Faulkenberry**Date of Trip: **3-13-26 to 3-15-26**Origin/School: **Middletown High School**Destination: **Wilton HS**Address: **395 Danbury Rd, Wilton, CT 06897**Purpose of Trip: **VEX Robotics CT State Championship**Total Number of Students: **40** Total Number of Adults: **3** Number of Yellow Buses: **1**Departure Time From School: **3-13-26 @ 12:00pm**Destination Departure Time: **3-15-26 @ 5:00pm**Return Time To School: **3-15-26 @ 6:30pm******Departure for school buses 9:15 A.M. and return at or before 1:30 P.M.****Total Time Estimated: _____ x **\$86.59/hr.** x buses: _____ Price Before Terminal Charge= _____
*****Terminal charges = (See Note below)*****Bill To: **MHS Robotics Team 9909****NOTE: Terminal Charges are 1 hour of maintenance (½ hr each side of the charter), this will be charged by DATTCO and included in its field trip CONFIRMATION, which will be forwarded to the school secretary and the Field Trip Organizer.**Reunification Plan: *See Page 2*Total Adult Supervisors (chaperones) Names/Telephone Numbers: *See Page 2*

Field Trip Organizer/Lead Name: (Signed): _____

**9-24-25**E-mail (Required): **faulkenberrys@mpsct.org**Cell Phone Number (Required): **860 301 2127********By signing above you guarantee that you have the funds for this field trip******

1. School bus trips will return to school by 1:30 P.M. or after 4:30 P.M. (in town trips).
2. Submit form to BOE Transportation Department.
3. Do not call the bus company for trips.
4. Requests must be in writing 5 school days before the field trip date.
5. Bus capacity is 77 passengers – (3 to a seat)
6. If any of the rules are not adhered to, your trip will be disapproved.
7. Only Datco can determine if a trip is drop off and pick up. - **Whenever possible**
8. Additional 1 hour terminal charges (1/2 hr. each side of charter).

Approved by: _____
Building Principal/(Activity Director-MHS Only)DATE: **9/29/25**

Transportation Dept. Signature: _____ DATE: _____

**MIDDLETOWN HIGH SCHOOL
COVER FIELD TRIP REQUEST FORM
2025 - 26**

DATE OF TRIP: Fri March 13 to Sun March 15, 2026

TODAY'S DATE: 9-24-25

TEACHER IN CHARGE OF TRIP: Sam Faulkenberry

DO YOU HAVE TEACHER COVERAGE FOR YOUR CLASSES: Pending
(make sure to connect with Cassy once field trip is approved)

GROUP/CLASS: MHS Blue Dragon Robotics Team 9909

CHAPERONES ATTENDING (list all): Sam Faulkenberry, Beth Shapiro

CHAPERONES CELL PHONE: 860 301 2127, 860 638 9579

NUMBER OF STUDENTS ATTENDING: 40

IS THE NURSE FIELD TRIP FORM SUBMITTED WITH THIS PAPERWORK: Yes

DESTINATION: Wilton HS – Wilton, CT

DESCRIBE PURPOSE & HOW IT CONNECTS TO YOUR CURRICULUM:
2026 VEX Robotics Connecticut State Championship

TRANSPORTATION: Bus

DEPARTURE TIME FROM SCHOOL: Fri March 13, 12:00pm

DESTINATION DEPARTURE TIME: Sun March 15, 5:00pm

RETURN TIME TO SCHOOL: Sun March 15, 6:30pm

PROJECTED COST FOR EACH STUDENT: \$200

What will you do to assist students who have a financial burden:
MHS Robotics Team Student Activity Account

TEACHER/ADVISOR SIGNATURE:  **DATE:** 9-24-25

ATHLETIC/ACTIVITIES DIRECTOR APPROVED: _____ **DATE:** _____

- Final Student list due to activity office no later than attached
- Student grades & attendance must be checked ON March 9, 2026

Reunification Plan: a reunification plan provides staff and students with a back-up plan in the event groups or Individuals are separated because of unforeseen events (blocked entrance/exit, manmade or natural disasters, lost staff or students, etc.).
Please include:

Communication plan (how will you, the lead, communicate with staff/students at the field trip site and Central Office):
Cell phone / group chat

Staff/student accountability (in what way will the presence of staff and students be accounted for throughout the trip, e.g., head count, call-in, etc.):
Roster check before departure from MHS / hotel / venue

Alternate parking or meeting site (consider where you would meet if the original plan is no longer viable):
To exit the field trip site:
Multiple exits are accessible, meeting point will be front parking lot

For shelter (inclement weather):
Travel arrangements will be adjusted accordingly

Identification of on-site security and first aid:
Security and medical personnel will be present - provided by host school

Identification of field trip co-leader name and telephone number:
Sam Faulkenberry 860 301 2127

Total Adult Supervisors (chaperones) Names/Telephone Numbers:

Name	Cell Phone Number	Name	Cell Phone Number
Sam Faulkenberry	860 301 2127		
Beth Shapiro	860 638 9579		

Other notes:

BOE Central Office Phone: (860) 638-1401
BOE Transportation Office Phone: 860 638-1418
DATTCO Phone: 860 635-8234 x 5601

Provide Copies to: Transportation Manager, Principal and Teacher

***Form Middletown Schools Nursing Services
Field Trip Information***

(To be submitted to school nurse 3 weeks prior to field trip or 1 month prior to overnight or lengthy field trip. This form must be submitted to the Athletic Office once filled out by advisor/teacher.)

Teacher/Staff completing form: **Sam Faulkenberry** Date: **9-24-25**

Field Trip Location (be specific, include town & state): **Wilton HS – Wilton, CT**

On **Fri March 13 to Sun March 15** (day of week and date); (inclusive dates, if overnight or lengthy trip)

Transportation (to & from destination): **Bus**

Responsible Teacher/Staff in charge: **Sam Faulkenberry**

Teacher/Staff Cell Number: **860 301 2127**

Departure Date/Time (from school): **Fri March 13 @ 12:00pm** Arrival Date/Time (at field trip): **Fri March 13 @ 1:30pm**

Departure Date/Time (from field trip): **Sun March 15 @ 5:00pm** Arrival Date/Time (at school): **Sun March 15 @ 6:30pm**

Students Attending (attach alphabetized names and grades on separate sheet): **See team eligibility roster attached**

Staff/Adult chaperones attending (list names including cell phone numbers of each): **Sam Faulkenberry, Beth Shapiro**

Names & Phone Numbers of Contact at the Facility: **Bill McDonough 203 913 7465**

Facility Handicapped Accessible? ☒ Yes ☐ No

Bathroom Handicapped Accessible? ☒ Yes ☐ No

Facility Provide Food? ☒ Yes ☐ No

Eating Lunch at Facility? ☒ Yes ☐ No

Time Eating Lunch: **12:00pm**

Return to School for Lunch ☐ Yes ☒ No

Will Students Purchase Food at the Facility? ☒ Yes ☐ No

Will Students bring own lunch? ☐ Yes ☒ No

Activities Planned: (describe here if day trip: if overnight or lengthy trip, please attach agenda) School nurse will discuss with teacher regarding additional specific information. **2026 VEX Robotics Connecticut State Championship**

Other Information:

ATHLETIC/ACTIVITIES DIRECTOR APPROVED: _____ DATE: _____

- Finalized student list due to activity office & the nurses no later than Attached

MHS Blue Dragon Robotics Team 9909 Eligibility Roster
2025-26

9909d	9909v
sophia abanador	andrew burkey
kaylee brasile	pearl fuller
kaiden fiedler	sam higgins
makenzi greenberg	yalong lin
enrika laredo	juan manosalva
maya shapiro-rosado	ariel mason
	robert onas
9909m	mia-lillian powell
nataly aguilar	john radziewicz
isabella behrend	
jacob clyne	99088q
mikayla gaboury	tessa carlson
lena liesener	gabriel dilernia
aditi narayanan	taylor ficaro
jackie pasato	kammy guo
	nikhil kellore
9909c	jack mendes
justin chuong	tobin northrop
paa kwesi etroo	kenechi nwachuku
adler greenwald	liam ritskowitz
nate raucci	benjamin swanson
pusadee fiona shear	
9909k	
haytham britel	
jacob ferone	
michael fong	
osman mohammad	
alexander rogalsky	
tomasz rogowski	
ahmad suhail samimi	
rithik sundaram	