

TO: Dr. Monica Kelsey-Brown
Board of Education Members

FROM: Jeffrey Kenas

RE: Middle School Washington DC Trip - Summer 2027

DATE: September 16th, 2025

Dear Waunakee BOE and Dr. Kelsey Brown,

The Waunakee Middle School social studies department and principal are asking for permission to allow our 8th grade students the opportunity of an optional end-of-year educational trip to Washington D.C., Philadelphia, PA, New York, NY, and Boston, MA, for the 2026-27 school year. This 7 day trip would take place in June of 2027 right after the academic school year ends.

For a number of years, our 8th grade social studies staff, with Jason LaFlash taking the lead, have been organizing this trip as an opportunity for our 8th grade students to experience our rich history in a more personal way. We have had many students take advantage of this opportunity, and this trip has been successful in giving our students exposure to museums, monuments, re-enactments, and national landmarks the commemorate and memorialize the history of the United States, while also developing a greater appreciation and understanding of the sacrifices that have been made over the course of American History.

Jason LaFlash has been in contact with an agency that specializes in trips of this nature, and has provided detailed information regarding this trip in a separate document. He has undertaken the responsibilities of coordinating a trip of this magnitude and traveling with large numbers of students on numerous previous occasions. He has shown that he is well versed in the process and navigating the details to ensure a safe and educational experience for our students. Our district can feel confident that Jason will ensure all necessary health, insurance, and safety requirements will be attended to and communicated with families.

We are aware that the BOE policy 352-Rule (2) allows for students at the middle school level to attend field trips out of state, with your approval. As such, we are asking for permission to allow our 8th grade students the opportunity to travel to Washington D.C., New York, Philadelphia, and Boston, at the end of the 2026-27 school year. This trip is an excellent learning opportunity and allows students a real world experience we cannot offer in the classroom.

Thank you for all that you do on behalf of our students. We ask for your continued support for our middle school staff and students and we look to provide opportunities for enrichment and learning that extend beyond the classroom.

Thank you again for your time and consideration.

Sincerely,

Jeff Kenas – Middle School Principal