

**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: Middletown High Date of Request: 3/25/26  
 Name of Club or Activity: BlueTube TV  
 Trip To: Museum of Moving Pictures, Queens, NY Purpose: Compliments our Curriculum  
 Number of Students Participating: 40  
 Number of students eligible to go on the field trip: 40  
 Dates of Trip: From: May 27, 2026 To: May 27, 2026 # of school days missed: 1  
 Names of Teachers and Chaperones: 5/28/26

1. <u>Lauren Pszczolkowski</u>	3. <del>TBD</del> <u>Brendan Eiley</u>
2. <del>TBD</del> <u>Beth Shapiro</u>	4. <del>TBD</del> <u>Jenny Rosado</u>

Number of Non-Chaperone Adults going on trip: 0

Transportation: Bus: X Van Train Plane Car Other

Are fund-raising activities planned: If so, describe: n/a

Amount of money raised through fundraisers: n/a

All Grant funded!

Lodging: Hotel/Motel Camp Private Home - n/a

Insurance Arrangements for Staff and Students: BOE, n/a

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

Cost per Nurse: n/a \$ Cost per Paraprofessional: \$ n/a  
 (if necessary) (if necessary)

If Travel Agencies are engaged, at least three quotations need to be provided with documentation

A. B. C. D. Other

Name of teacher making request: Lauren Pszczolkowski

Approved by Department Head at secondary level: \_\_\_\_\_

Approved by Principal: \_\_\_\_\_

Authorized by Chief Academic Officer: Colleen McPatrick

Superintendent Approval: \_\_\_\_\_ Date: 4/27/26

A field trip to the Museum of the Moving Image provides students with direct exposure to the art, technology, and history of film, television, and digital media. By exploring interactive exhibits and industry artifacts, students gain a deeper understanding of the many career paths within the film and media industries, including directing, editing, sound design, and animation. This experience connects classroom learning to real-world applications, helping students visualize potential futures in creative and technical fields. Additionally, engaging with professional tools and storytelling techniques encourages students to think critically and creatively about their own projects and career interests.