

CHelsea School District Field Trip Request Form

The Chelsea Board of Education, through its policies, has established rules regarding field trips. Local trips under 75 miles from school are to be approved by the building principal. Trips between 75 miles and 200 miles, within the United States, must be approved by the building principal and the Superintendent. **All overnight out-of-state trips, trips greater than 200 miles from the school, trips outside of the United States, and trips including a Sunday must be approved by the Board.** Trips requiring Board approval are to be submitted at least 30 days before the scheduled trip, and allow the Board two regularly scheduled meetings for consideration; and prior to confirming with students and parents that the trip will occur.

Teacher/Sponsor Name: Steklac/Roberts- trip planners	Group Name: Chelsea High School Music Department
Sylvester/Peters/Davis- involved in the performances	
Destination: Toronto, Ontario	Mileage One-Way (required): 290 miles
Date(s) of Field Trip: April 23rd-26th, 2026	
Departure time: 3:00 pm	Return time: 6:00 pm
Instructional objective and purpose of the trip: This trip to Toronto will involve band, choir, and orchestra performances as well as workshops at local universities for all three ensembles. This trip will also be a great opportunity for students to bond and connect with their fellow classmates and directors.	
Cost of the trip: \$1280/person	
How will students be transported? We will be traveling via motorcoach.	
Number of students attending: 100-150	
Names of Chaperones (a 1:8 ratio is required): 13-19	
Will substitute teacher(s) be required? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, how many? Coverage will be needed for our elementary and middle school classes (band, choir, and orchestra), and one or two subs will be needed for the high school music students not going on the trip.	
Are there scholarship opportunities available? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no If yes, explain. <ul style="list-style-type: none"> • Raise the cost of the trip for everyone to build a scholarship fund: The current price of the trip is \$1330. We would increase the cost to \$1350 to raise around \$2000 worth of scholarship money, assuming around 100 students attend the trip. • Scholarship line item at the HS • Specific fundraising item for Chelsea Music Boosters. This probably will not take away from our other fundraising, since people prefer to give to specific causes, rather than giving blanket donations. • CEF grants-Applied for scholarship funds. • Fundraiser (in discussion for what the exact fundraiser is). We are shifting to a whole group fundraiser options. Every student will fundraise to first contribute to the scholarship fund, and everything remaining will bring the cost down for everyone. 	

<p>Does the trip involve a Sunday? <input type="checkbox"/> yes</p> <p>If yes, what provisions have been made for students who wish to attend religious services? It is an optional field trip, but if students need to attend religious services, we will make accommodations to send a chaperone with them.</p>		
<p>Principal Approval (under 75 miles)</p> <p><input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p> <p><u><i>[Signature]</i></u></p> <p>signature _____</p> <p>Date <u>4-13-2025</u></p>	<p>Superintendent Approval (75-200 miles, within US)</p> <p><input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p> <p><u><i>[Signature]</i></u></p> <p>signature _____</p> <p>Date <u>4/14/25</u></p>	<p>Board Approval (over 200 miles; overnight Out-of-state or country; and incl. Sun.)</p> <p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>_____</p> <p>signature _____</p> <p>Date _____</p>

Updated 2015