

**Franklin Public Schools  
Franklin, Massachusetts 02038**

**Action Required**

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**Subject:**

Out of State/Overnight Travel

**Date:**

April 11, 2023

**Dept:**

Keller

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**Reason:**

Past practice of the Committee  
requires a vote to allow  
students/staff to travel outside  
of the State/Country

**Enclosure**

Yes

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**Background**

**Recommendation:**

Recurring Keller Field Trip

I recommend approval of the request of Wendy Greenstein to take Keller 5<sup>th</sup> graders to Roger Williams Park Zoo on June 2, 2023 as detailed.

**Action Requested of the School Committee:**

Majority vote of the Committee is required.

<u><b>Vote Tabulator</b></u>	
C. Bernstein:     Y / N	D. McNeill:     Y / N
D. Callaghan:     Y / N	M. Whitmore:     Y / N
Al Charles:     Y / N	D Spencer:     Y / N
E Stokes:     Y / N	Action: _____

March 27, 2023

Dear Mr. Giguere and the Franklin School Committee,

I am writing to ask permission for the fifth-grade class at Keller Elementary School to travel out of state to Roger Williams Zoo in Providence, RI per the Franklin Public Schools guidelines for taking field trips out of state. Roger William Zoo offers programs in addition to the zoo tour that directly and effectively supports the content we teach in accordance with the Science Massachusetts Curriculum Frameworks. The fifth grade will be participating in the "Web of Life" program which directly relates to the Life Science Standard; Ecosystems: Interactions, Energy, and Dynamics. Listed below is a description from the zoo website:

We would like to travel by bus/van on Friday, June 2, 2023, leaving Keller at 9:00 AM and returning by approximately 2:30 PM. The cost of this trip will be covered for all students by the Helen Keller PCC. There will be approximately 78 students, 25 chaperones, 8 staff, and 1 nurse going on the field trip. All chaperones will complete a CORI prior to the field trip.

Thank you for your consideration.

Thank you,

Wendy Greenstein  
Grade 5 Teacher  
Helen Keller Elementary School

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### **Trip Approval Process for Extended Field Trip**

The trip advisor(s) shall submit a proposal to the School Committee providing the following information:

Destination	Roger Williams Zoo Providence, RI
Departure/Return Date(s)	Friday, June 2, 2023 9:30 a.m. - 2:30 p.m.
Itinerary	Zoo Tour "Web of Life" Program
Summary of Trip/Educational Alignment	"Web of Life" program supports the Life Science Standard: Ecosystems: Interactions, Energy, and Dynamics.
Cost of Trip	\$15 per student \$18 per adult (teachers free) \$500 per bus x 2 busses
Accessibility	Accessible to all students
Number of Students/Staff/Chaperones	78 Students 8 Staff ~25 Chaperones
Transportation	Buses/Van
Trip Insurance	NA
Emergency Plans	FPS Nurse

The Superintendent will review and present to the School Committee as an Action Item without the requirement of a presentation by the trip advisor.