

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject:

Out of State/Overnight Travel

Date:

March 19, 2024

Dept:

Keller

Reason:

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

Enclosure

Yes

Background

Recommendation:

Recurring Keller RW Zoo Field Trip

I recommend approval of the request of Caitlin Colahan to take Keller students to Roger Williams Zoo in Providence, RI on May 30, 2024 as detailed.

Action Requested of the School Committee:

Majority vote of the Committee is required.

<u>Vote Tabulator</u>	
E. Gallagher: Y / N	D. McNeill: Y / N
D. Callaghan: Y / N	R O'Sullivan: Y / N
Al Charles: Y / N	KP Sompally: Y / N
P. Griffith: Y / N	Action: _____

CC Initials 11/28/24 Date

****FORM #1****

Part II-To be completed and signed by the school nurse and returned to the FTC.

-FTC will do the following:

- review FT nurse status as determined by the school nurse
- complete Part III with date & FTC signature
- submit to principal for approval

School Nurse will generate a list of health concerns for review. Based on the review, the school nurse recommends:

 X that a nurse attends this field trip

that due to the absence of significant medical issues, a nurse does not need to attend this field trip.

Name of Field Trip Nurse, if known, (if recommended): Lisa Collatos

School Nurse's Signature

Date

Part III-To be signed & dated by FT Coordinator. Once completed submit to Principal for approval.

Caitlin Colahan 11/29/23
Field Trip Coordinator Signature Date

Part IV-To be completed and signed by the Principal.

Principal's Authorization: This field trip is X approved not approved.

Keri A Busavage
Principal's Signature

11/29/23
Date