

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject:

Out of State Travel

Date:

September 24, 2019

Dept:

RMS

Reason:

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

Enclosure

Yes

Background

Recommendation:

Remington Middle School Trip

I recommend approval of the request to take the RMS Adventure Club to Mt. Monadnock in Jaffrey, NH for a recurring field trip on October 19, 2019 as detailed.

Action Requested of the School Committee:

Majority vote of the Committee is required.

<u>Vote Tabulator</u>	
A. Bergen: Y / N	D. Schultz: Y / N
C. Douglas: Y / N	MJ Scofield: Y / N
D. Feeley: Y / N	G. Zub: Y / N
M. Linden: Y / N	Action: _____


Trip Approval Process for Extended Field Trip
REMINGTON MIDDLE SCHOOL- ADVENTURE CLUB

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

- a. Destination- *Mt. Monadnock (Jaffrey, RI)*
- b. Departure/expected return dates- *(7am 10/19/19 return 4:30pm 10/19/19)*
- c. Itinerary- *A day hike with family and staff to the top of Mt. Monadnock. Students will have lunch at the top of the mountain before descending down. In addition to enjoying the great outdoors on our hike students will learn about safety in the woods while hiking, hiking etiquette, and proper attire for hiking during different seasons.*
- d. Summary of trip purpose/educational alignment- *The purpose is to give students a true hiking experience in NH who may not usually have access to larger mountains to hike. It also is a way for staff, parents, and students to enjoy a day in nature which will be beneficial on their mind and body. Hiking is known to reduce stress, anxiety, and improve cardiovascular and muscular fitness.*
- e. Trip expense, inclusive of all costs- *\$20 per student (To cover bus expense)*
- f. Description on how the trip will be accessible to students from limited income families-fundraising plan *(PCC provides monetary aid for families with limited income)*
- g. Accessibility for students with disabilities *(Students will be hiking in small groups with a teacher and parent so that every student can achieve the hike no matter what their pace or ability level is).*
- h. Number of students needed to support trip *(25 students)*
- i. Number of chaperones in attendance *(1 physical education teacher and the school guidance counselor, plus parent volunteers)*
- j. Method of transportation and/or travel agency/organization information *(Holmes Bus)*
- k. Documentation that all students, advisors and chaperones will have full trip insurance *(Permission slips signed by all parents)*
- l. Emergency plan including medical care plan including plan for to administration of medication *(All three teachers are certified in first aid, CPR, AED, and blood borne pathogens. Both teachers are also trained to use an epipen and will have a first aid kit with them)*
- m. CORI for Chaperones *(Already on file- Frank Fitzgerald, and Amanda Christopoulos, Remington teachers. Parents who attend will have their cori form filled out before attending)*
- n. Extended Field Trip Waiver-only applicable if overnight trip

Proposal should be submitted to principal for initial approval then forwarded to Superintendent of Schools

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


9/18/19