

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject:

Out of State/Overnight Travel

Date:

December 14, 2021

Dept:

Oak Street

Reason:

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

Enclosure

Yes

Background

Recommendation:

New York City Trip

I recommend approval of the request of Paul Cadenhead and Miguel Carmo to take NBHS (National Business Honor Society) students to NY City on April 9, 2022 to visit the Stock Exchange, Wall Street and the world Trade Center as detailed.

Action Requested of the School Committee:

Majority vote of the Committee is required.

<u>Vote Tabulator</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: _____



Franklin Public Schools

*Office of the Superintendent
355 East Central Street; Suite 3
Franklin, Massachusetts 02038
Phone: 508-553-4819*

To: Franklin School Committee
From: Sara Ahern, Superintendent of Schools
Date: December 8, 2021
Re: Out-of-State and Extended Field Trip Permission

Policy IJOAA – Field Trips and Policy IJOAB – Extended Field Trips are relevant policies that describe the purpose, expectations, and process of securing approval for field trips, including out-of-state and extended field trips in the Franklin Public Schools. Any trip that is out-of-state and/or includes overnight accommodations requires School Committee approval.

I recommend the approval of the extended field trips for the DECA student club. This trip occurs annually. If successful, students may qualify for advanced competition beyond the state of Massachusetts. Should this occur, an additional request would likely come forward to the School Committee for approval. This trip has preliminary approval from Mr. Hanna, FHS Principal, and myself.

I also recommend the approval of an out-of-state field trip for the National Business Honor Society. The proposed trip involves a trip to New York City, via bus, on April 9, 2022 to visit the Stock Exchange, Wall Street, and the Financial District.

FRANKLIN HIGH SCHOOL FIELD TRIP REQUEST FORM

Important Reminders:

- This form should be **completed by the supervising staff member** of the field trip.
- Please submit this request at least **four weeks prior** to the requested date.
- Please submit a **hard copy of this form with the list of students** attending attached to Maria Weber.
- There should be **no cost** to students for field trips scheduled during the school day.
- **Take attendance** and inform Jen Petrillo prior to leaving for the field trip.
- No field trips may be taken before September 15 and after June 1 or during the last 2 weeks of a term.

Please refer the FHS Faculty Handbook for more information about field trips including the Extended Field Trip policy and its approval process.

Once the field trip is approved, the list of students will be forwarded to the nurse who will assess any medical needs. The supervising staff member will be notified via email about the approval of the field trip and any medical concerns. Please read this Situational Responsibilities document from the nurse's office.

Field Trip Information:

Supervising staff member: Paul Cadenhead Cell #: [REDACTED]

Other teachers/staff attending: Miguel Carmo

Date of field trip: 4/9/22 (Saturday) Destination: New York City

Departure time: 6 AM Return time: 7-9 PM Mode of transportation: Coach Bus

Course name and section # of class(es) attending: _Young Investors, DECA, National Business Honor Society (number of student attending capped at 53 or 54)

Please provide a brief explanation of the purpose of this field trip.

This field trip is to take the entire NBHS club and select students from Young Investors and DECA to New York City to immerse them in the business and financial culture of the downtown Battery Park district. We will tour the New York Stock Exchange, Wall Street, and the World Trade Center to get an inside look at business and how it works in the real world.

Request Class Coverage/Substitute Coverage:

If **two or more periods** need to be covered, a professional day request must be filled out and approved prior to submitting field trip request. CLICK HERE

If just **one period** coverage is needed, CLICK HERE

Department Head:

Nicole Hadele

Date:

11/22/21

Assistant Principal:

Date:

Principal (Extended FT)

CCA

Date:

11-22-21



Franklin High School

NYC 1 Day Financial District

DAY 1: April 9, 2022

6:00AM Depart on Motor coach from Franklin, MA

(3HR 30MIN)

9:30AM Arrive in NYC

Meet Tour Guide

Wall Street & Financial District Walking Tour

Federal Reserve Bank Museum (tour TBD), Charging Bull Photo Op,
NY Stock Exchange Walk by

Lunch Included

One World Observatory

Tour Guide Departs

3:30PM Depart on Motor Coach for Home

(3HR 30MIN)

7:00PM Arrive at Home

Itineraries are subject to change including, but not limited to, traffic, crowds, Covid-related restrictions, and weather conditions.



Call Toll Free
877-397-5700

Trip Pricing:

Paying	Free	
40	2	\$202
53	2	\$182

INCLUDED:

- ❖ All Gratuities are Included
- ❖ Prices Listed are Per Person
- ❖ Round trip Motor Coach with Driver Room & Gratuity
- ❖ Post Departure Student Protection (Paid on Groups Behalf)
- ❖ Tour Guide with Gratuity

OPTIONAL (Not included but can be added):

- ❖ Group Travel Protection Plan (see attachment)
- ❖ Individual Payment Plan

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