

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject:

Out of State Travel

Date:

February 26, 2019

Dept:

ASMS

Reason:

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

Enclosure

Yes

Background

Recommendation:

ASMS Save the Bay Fieldtrip

I recommend approval of the request of Beth Wittcoff to take students to Colt's State Park, in Bristol, RI on April 30 & May 1, 2019 for the Introduction to Habitats Program 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: _____

2019 Save the Bay Proposal

Contract

1. **Destination:** Save the Bay “Introduction to Habitats” @ Colt State Park (Bristol, RI)
2. **Departure/Expected Return**
 - a. Day 1 (April 30th, 2019) Departure: 7:30 am...Day 1 (April 30th, 2019) Expected Return: 2:00 pm
 - b. Day 2 (May 1st, 2019) Departure: 7:30 am...Day 2 (May 1st, 2019) Expected Return: 2:00 pm
3. **Itinerary:** “This program introduces students to rocky shore and tidal pools, sandy beaches, and salt marshes, through activities that include seining, species collection, plankton studies, water analysis and more, depending on time and location.”
4. **Summary of trip purpose/educational alignment:** The Save the Bay field trip connects to the following educational standards in 7th grade science: MS-LS1, MS-LS2, and MS-ESS3. This field trip experience will serve as an anchor and exploratory experience for a 2nd PBL unit to be designed for the 2018-2019 school year in 7th grade science at ASMS.
5. **Trip Expense:**
 - a. 125 students over 2 days: \$2,040.00
 - b. Busing: \$200 per bus (4 total)= \$800
 - c. Total: \$2,840.00
6. **Accessibility of trip to students from limited income families:** This trip is going to be paid for by the ASMS PCC.
7. **Number of students:** 125 students
8. **Number of chaperones:** 4-5 per educational team (8-10 total over 2 days). Save the Bay has staff to monitor students.
9. **Method of Transportation:** Holmes Bus Company
10. **Documentation that all students, advisors and chaperones will have full trip insurance:** Not applicable
11. **Emergency plan including medical care plan including plan for administration of medication:** A school nurse will be in attendance, with all of the necessary information about students and their medical needs.
12. **CORI for Chaperones:** All chaperones will go through the CORI process prior to the trip