

**Franklin Public Schools  
Franklin, Massachusetts 02038**

**Action Required**

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**Subject:**

Out of State Travel

**Date:**

December 12, 2017

**Dept:**

FHS

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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**

I recommend approval of the request to take FAA Seniors to New York City on March 24, 2018 to visit the MOMA and see School of Rock as detailed.

**Recommendation:**

I recommend approval for this trip with the understanding that there would be sufficient chaperones.

**Action Requested of the School Committee:**

Majority vote of the Committee is required.

<u><b>Vote Tabulator</b></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: _____

# FAA SENIOR NYC FIELD TRIP 2018

The FAA Class of 2018 is proposing an out-of-school trip to New York City in the Spring of 2018. Parameters are as follows:

- A. Destination: New York City, NY
- B. Departure and Return: Saturday, March 24, 2018
- C. Itinerary:
  - 1. 5:30 am Leave from FHS
  - 2. 10:00 am Arrive NYC, Port Authority
  - 3. 10:30 am -12:30 pm MoMA (Current Exhibits)
  - 4. Lunch in small groups with chaperones
  - 5. 1:30 pm Meet at theatre venue
  - 6. 2:00 pm - 4:30 pm School of Rock
  - 7. 4:30 pm - 6 pm Informal sightseeing/pick up snacks/dinner with chaperones
  - 8. 6:30 pm Return to bus depot
  - 9. 10:30 pm Approximate return time to FHS
- D. Summary of trip purpose/educational alignment:
  - 1. This trip is planned to augment and support instruction in the fine and performing arts for senior students enrolled in the Franklin Arts Academy. Elements of theater, music, and visual arts will be available to the students during this one day trip. See attached description of MoMA exhibits and Theater show.
- E. Trip expense, inclusive of all costs: \$253.50 (coach bus, Theater tickets, museum entrance, \$13.50 trip insurance, \$45 spending money for snacks and lunch)
- F. Description on how the trip will be accessible to students from limited income families-fundraising plan: FAA Boosters will assist with fundraising to provide assistance for students with a demonstrated financial need (as determined by FHS administration)
- G. Accessibility for students with disabilities. All venues are handicapped accessible.
- H. Number of students needed to support trip: 42
- I. Number of chaperones in attendance: 5
- J. Method of transportation and/or travel agency/organization information:
  - 1. Suburban Tours, North Smithfield, RI, 401.723.6770
  - 2. Chartered coach bus
- K. Documentation that all students, advisors and chaperones will have full trip insurance:
  - 1. \$13.50 for 'cancel for any reason' (up to 75% reimbursement; cancellation must be minimum 2 days in advance)
- L. Emergency plan including medical care plan including plan for to administration of medication: Permission form will specify that there will not be a nurse on this trip and medication administration is subject to parental oversight. Accommodations can potentially be made for a parent to attend at full cost if their presence is required for medical purposes.
- M. CORI for Chaperones: All 5 chaperones will be faculty employed at FHS
  - 1. Confirmed chaperones: Carolann Tebbetts, Director; Marushka Waters, Theater Teacher, Drew O'Connors, Music Teacher, Alyssa Taranto, FAA Advisor, Dustin Picillo, FAA History Teacher.