

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject:

Out of State Travel

Date:

October 15, 2019

Dept:

FHS

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 New Hampshire Primary Trip

I recommend approval of the request of Mike Walsh to travel to New Hampshire for the presidential primary on February 10, 2020 as detailed.

Action Requested of the School Committee:

Majority vote of the Committee is required.

Vote Tabulator

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: _____

New Hampshire Primary 2020 Field Trip Request

- a. Destination: **southern and central New Hampshire, TBD**
- b. Departure/expected return dates: **Monday, February 10, 2020**
- c. Itinerary: **The goal is to see as many presidential candidates as possible. Teachers will not be able to create a firm itinerary until the events are confirmed, generally the week before. We will probably leave early morning and return late at night.**
- d. Summary of trip purpose/educational alignment: **As we have done in presidential election years since 2008, we will learn where presidential candidates will be speaking and try to see as many of them as we can. This aligns with the *AP Government* and *Contemporary Issues* curricula which includes a major unit of study on elections and campaigns.**
- e. Trip expense, inclusive of all costs: **The only cost is transportation and meals. Students have the option of bringing their own food. In 2016, the superintendent agreed to cover the cost of the buses, but if that is not possible this year, then I would make sure that any student who had financial need was not prevented from attending.**
- f. Description on how the trip will be accessible to students from limited income families-fundraising plan **See “e” above. Every student, regardless of income, would have access to the trip.**
- g. Accessibility for students with disabilities **Every student, regardless of ability, would have access to the trip.**
- h. Number of students needed to support trip: **There is no specific number, but I anticipate that the number of students will be about 100.**
- i. Number of chaperones in attendance: **I would defer to the principal/superintendent.school committee. In the past, I believe we aimed for a 1:15 ratio, so about 6-7 chaperones**
- j. Method of transportation and/or travel agency/organization information: **Ideally, we would use coach buses for extended travel, but if necessary, we could certainly use Holmes Bus Co.**

- k. Documentation that all students, advisors and chaperones will have full trip insurance **There is no trip insurance, as there is no cost other than transportation**
- l. Emergency plan including medical care plan including plan for to administration of medication **If this trip is approved, I would ask a school nurse to accompany us.**
- m. CORI for Chaperones **All chaperones would be FHS teachers or administrators.**
- n. Extended Field Trip Waiver-only applicable if overnight trip **n/a**