

MEMORANDUM

TO: School Committee
FROM: Mr. Zinni
DATE: May 17, 2021
RE: HS Overnight Field Trip - DECA

Recommendation:

To approve the attendance of King Philip Regional High School DECA Program members to attend the overnight field trip, according to Policy JJH and IJOA, the Regional Leadership Conference from November 19-21, 2021 in Boston, MA.

/ebw
Attachments

**KING PHILIP REGIONAL SCHOOL DISTRICT
OVERNIGHT FIELD TRIP REQUEST FORM**

| | |
|-----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Date of Request | |
| School Organization (class/club/grade) | KP DECA |
| Destination (City/State/Lodging) | Westin Boston Waterfront 425 Summer Street Boston, MA 02210 |
| Purpose/Objective(s) of Trip | Regional Leadership Conference |
| Teacher(s) in charge | James Dow |
| Mode of Transportation/Company | School Bus |
| Departure: date/time/arrival time/place | November 19, 2021 8:00 am |
| Return: date/time/arrival time/place | November 21, 2021 2:00 pm |
| Lodging: (name and location) | Westin Boston Waterfront 425 Summer Street Boston, MA 02210 |
| Number of students | Approx 50 |
| Names of chaperones (Please note: All Chaperones need to have current CORI on file with KPRSD*). | 5 |
| Student:chaperone ratio | 10:1 |
| Cost Per Student | Approx \$400.00 |
| Funding Source(s) | Families |

Has trip occurred previously? If so, describe.

Yes, this conference occurs annually, in all four regions of DECA. We have attended in the past.

*All CORI forms need to be completed in person at the Superintendent's office with a photo I.D. (Chaperones may be required to be fingerprinted per policy ADDA.)

*All travel requests must be received in the Superintendent's Office at least ten (10) days prior to a regular school committee meeting. Meeting dates are posted on the website.

*One request per form, please.

*You may attach any additional information you think will be relevant.

*Even if there is no cost to the district or student, ALL costs of the trip (transportation, lodging, mileage, meals, etc.) should be listed under the cost section.

Principal's signature: *Lisa C. Gabley Ed.D.* Date: 5/4/21

Approval: Yes X No

Superintendent's signature: *Carol J. Zinn* Date: 5-12-21

Approval: Yes ✓ No

School Committee Approval: Yes: _____ No: _____ Date: _____