**Decision Paper**

**TO:** Hardin County Board of Education

**FROM:** Nannette Johnson

**DATE:** January 7, 2013

**SUBJECT:** Request for Heartland Elementary fifth grade class trip to St. Louis, MO using a

 commercial carrier.

1. For Decision

2. Purpose: The fifth grade faculty and parents of Heartland Elementary School are requesting

 permission to take eligible members of the 5th grade class on a 2-day trip to St. Louis, MO.

3. Background and Discussion.

 Heartland Elementary would like to institute a fifth grade class trip. Parents and

 administration have tried to outline a trip that would provide an educational

 experience for our students and an opportunity that some students may not have the chance to

 experience again. An itinerary is outlined below. Students will experience a mixture of the

 many outstanding venues St. Louis has to offer. Because of the short duration of the trip, we

 will contract with private carrier for motor coach transportation.

* *Classes Participating:*

 The Class Trip will be offered to members of the fifth grade. Multiple fundraising events

 have been planned to pay for some of their trip giving every student the opportunity to

 attend. Our goal is to charge each student a maximum of $137. We held a parent meeting in October, and gave parents the option of paying the full amount for the trip or to hold fundraisers. Parents overwhelming voted to pay the full amount.

* *St. Louis Field Trip Itinerary: April 19-20, 2013*

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| --- | --- | --- |
| **Monday April 9, 2013** | 7:15 | Breakfast at school |
|   | 7:45 AM | Board buses at school |
|   | 12:00 (St. Louis time) | Arrive at City Museum--eat sack lunch from school |
|   | 12:30-2:30 | Tour Museum |
|   | 3:00-4:30 | Tour Aquarium |
|   | 5:00 | Check in hotel and have a snack |
|   | 6:00-6:30 | Meet in conference room for games |
|  | 6:30-8:30 | Games, Movies, Hang out in room Pizza for dinner |
|   | 8:30-9:30 | showers and getting ready for bed |
|  | 9:30  | Lights Out |
| **Tuesday, May 20, 2012** | 7:30 AM | Rise and shine! |
|   | 8:30 AM | Breakfast at hotel |
|   | 9:30 AM | Board bus for Arch |
|   | 10-12:00 | Arch & Museum |
|   | 12:30 | Lunch at Bush Stadium |
|   | 1:00 PM | St. Louis Cardinals Game |
|   | 4:00 PM (CSM) | Board Bus |
|   | 6:00-7:00 | Dinner—fast food |
|  | 10:00 PM | Arrive at Heartland |
|  |  |  |

* *Estimated Costs:*
* Chartered Bus—Miller Transportation $5200
* Hotel—Drury Inn Forest Park $3,120
* Tour Tickets $1,748
* Baseball tickets $1,275
* Pizza in the hotel $200
* Snacks for the bus ride $50

 **Total $11,593**

 **Cost per student $137.00**

* *Chaperones:* There will be one chaperone assigned to every 3 students. Parents who have a background check on file will be encouraged to participate in order to avoid the expense of substitute teachers at the school.

4. Point Of Contact: Emily Campbell, Principal

5. Recommendation: The Hardin County Board of Education approve the request for Heartland

 Elementary Fifth Grade trip to St. Louis, MO.

6. Recommended Motion: I move to approve the request for the Heartland Elementary Fifth

 Grade trip to St. Louis, MO on April 19-20, 2013 via commercial carrier.