



WEST CHESTER AREA SCHOOL DISTRICT
Education Committee Meeting
April 11, 2023
7:00 p.m.
Spellman Education Center/Livestream

AGENDA

•	Public Comment	
★	Approval of March 13, 2023, Education Committee Meeting Minutes	
★	Approval of Final Revised 2022-2022 School Calendar	S. Missett
•	Curriculum Updates – Mastery Learning Exploration	K. Barnello R. Eberly
•	Curriculum Updates – STEEL Standards/Design Thinking	I. Kerr D. Dormer
•	Summer Programming	S. Missett M. Kleiman K. Barnello R. Eberly

★ Committee Voting Item

Public Comment Protocol

- Residents wishing to make public comment on agenda items must register prior to the start of the meeting.
- Public comments on agenda items will be taken at the beginning of the meeting prior to voting.
- Policy 903: Public Participation in Board Meetings governs public comment.
- The committee chair or designee will call residents in the order in which they signed in.
- A three-minute timer will be projected on the screen and will start after the speaker gives their name and township/borough.

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WEST CHESTER AREA SCHOOL DISTRICT
Education Committee

Monday, March 13, 2023
Spellman Education Center Board Room
Start: 7:03 pm – Finish: 8:20 pm

Attending Committee Members:

☒ Daryl Durnell (Temporary Chair) ☒ Joyce Chester ☐ Laura Detre

Other Board Members:

☐ Gary Bevilacqua ☒ Karen Fleming ☒ Karen Herrmann ☒ Sue Tiernan ☒ Stacey Whomsley

Administration:

☒ Cheryl Newtown-Woods ☒ Kalia Reynolds ☒ Michael Wagman ☒ Melissa Kleiman
☒ Sara Missett ☒ Kara Bailey ☒ Rebecca Eberly

Public Comment:

Name	Subject of Testimony
Judi Di Fonzo	Artificial Intelligence

Items on Agenda:

- Approval of the February Education Committee Meeting Minutes

Education Committee Actions/Outcomes to be placed on March 2023 Board Agenda for Approval:

Agenda Item	Vote / Time Stamp
Approval of the February Education Committee Meeting Minutes	No vote – will vote at March 27 School Board Meeting
English Language Development (ELD) Overview	End: 7:32 pm
Chat GPT	7:32 – 7:59 pm
District Survey Results	7:59 – 8:20

**School Board
approved 2.28.2022**

November 2022









S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Student 18/60 Teacher 20/67

March 2023

S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Student 22/137 Teacher 23/145

	Teacher Inservice, no school for students
	Half-Day, PM Teacher Inservice
	Schools Closed
	First Day of School
	End of Marking Period
	End of Trimesters
	Parent Conferences
	Last Day of School for Students & Teachers

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Student 11/185 Teacher 11/194

185 Days for Students (182)
194 Days for Teachers (191)
3 Snow Days Built-In

Mastery Learning

WCASD Education Committee
April 11, 2023



WC DISTRICT PRIORITIES

WEST CHESTER AREA SCHOOL DISTRICT

INNOVATIVE TEACHING & LEARNING

How do we utilize assessments and practices to inform and support instructional decision making to create optimal learning experiences?



EQUITABLE PRACTICES

How do we provide access and opportunities for all students to achieve their personal best?



LEARNING ENVIRONMENTS

How do we foster and maintain spaces that are physically and emotionally safe for all?



PROFESSIONAL LEARNING COMMUNITIES





What is Mastery Learning?

Professional Learning Communities (PLCS)



Four Driving Questions:

1. What do we want all students to know and be able to do?
2. How will we know if they learn it?
3. How will we respond when some students do not learn?
4. How will we extend the learning for students who are already proficient?

How will we respond...? How will we extend...?



“**Mastery Learning** is a teaching and learning process that allows teachers to better individualize and personalize instruction within group-based classroom ... settings. It helps teachers carefully plan their instruction to meet the unique learning needs of their students, combined with procedures for identifying and then correcting students’ individual learning difficulties.”



Guskey, Thomas.
(2023) Implementing
Mastery Learning, 3rd
Ed. pg. 7

Our Mastery Learning Journey



Summer 2022 - Spring 2023 Leadership Training

- What is mastery learning?
- How does mastery learning look in our classrooms?

Spring 2023 Mastery Learning Coalition

- What do our staff need to best understand mastery learning?

May In-Service ALL Staff

- What is mastery learning?
- How does mastery learning look in our classrooms?

2023-2024 ALL Staff

- How do we refine our practice to support students in reaching mastery learning through our professional learning communities?

Administrative Team - CCIU Collaboration



Chris Alston

Kara Bailey

Kristen Barnello

Chris Cromwell

PJ Dakes

Dina Dormer

Joe DiAntonio

Rebecca Eberly

Dionne Fears

Nicole Forrest

Mike Garvin

Ian Kerr

Mike Marano

Una Martin

Ashley Melanson

Kalia Reynolds

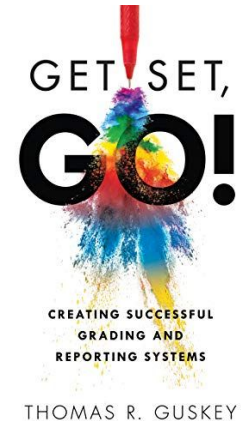
James Ronayne

Jenni Southmayd

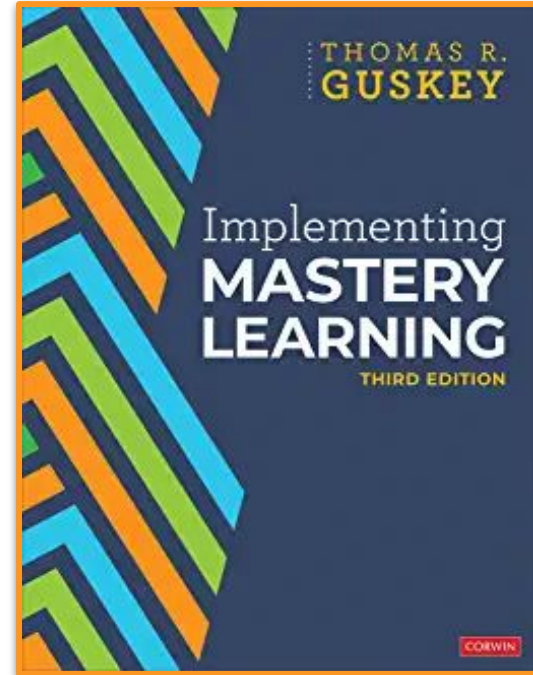
Steve Werner

Deb Whitmire

Sam Zang



The Mastery Learning Coalition



Questions?



Science, Technology & Engineering, Environmental Literacy & Sustainability (STEELS) Standards

WCASD Education Committee
April 11, 2023



What are STEELS Standards?

Science, **T**echnology & **E**ngineering,
Environmental **L**iteracy, and **S**ustainability

Science Standards vs. STEELS Standards



Science Standards

- Separate Sets of Standards for Multiple Content Areas
- Based on Benchmarks for Science Literacy (1993) and the National Science Education Standards (1996)

STEELS Standards

- Set of Expectations that Integrate Practices, Core Ideas, and Crosscutting Concepts
- Based on Framework for K-12 Science Education (2012)

Science Standards vs. STEELS Standards



Science Standards

- Often Assessed with Multiple-Choice Questions that Emphasized Definitions
- Stand-Alone Standards for One Subject Area (Science)

STEELS Standards

- Designed to be Assessed in Real World Contexts
- Engineering Integrated with Science
- Explicit Connections to Mathematics and ELA

STEELS Standards



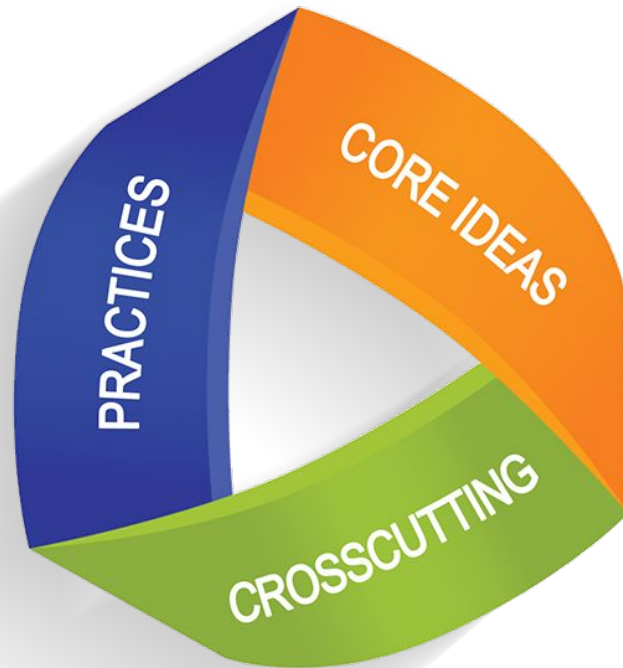
- Revised Standards Starting *July 1, 2025*
- Pennsylvania Department of Education's (PDE) Version of the Next Generation Science Standards (NGSS) which were First Released in 2013
- Phenomena-Based Practices & 3-Dimensional Learning
- WCASD Planning

Three Dimensions of Science Learning



1. Science & Engineering Practices
2. Disciplinary Core Ideas
3. Crosscutting Concepts

Each standard contains all 3 dimensions in the performance expectation (standard) statement.



Construct and revise an explanation based on evidence for the cycling of matter and flow of energy in aerobic and anaerobic conditions.

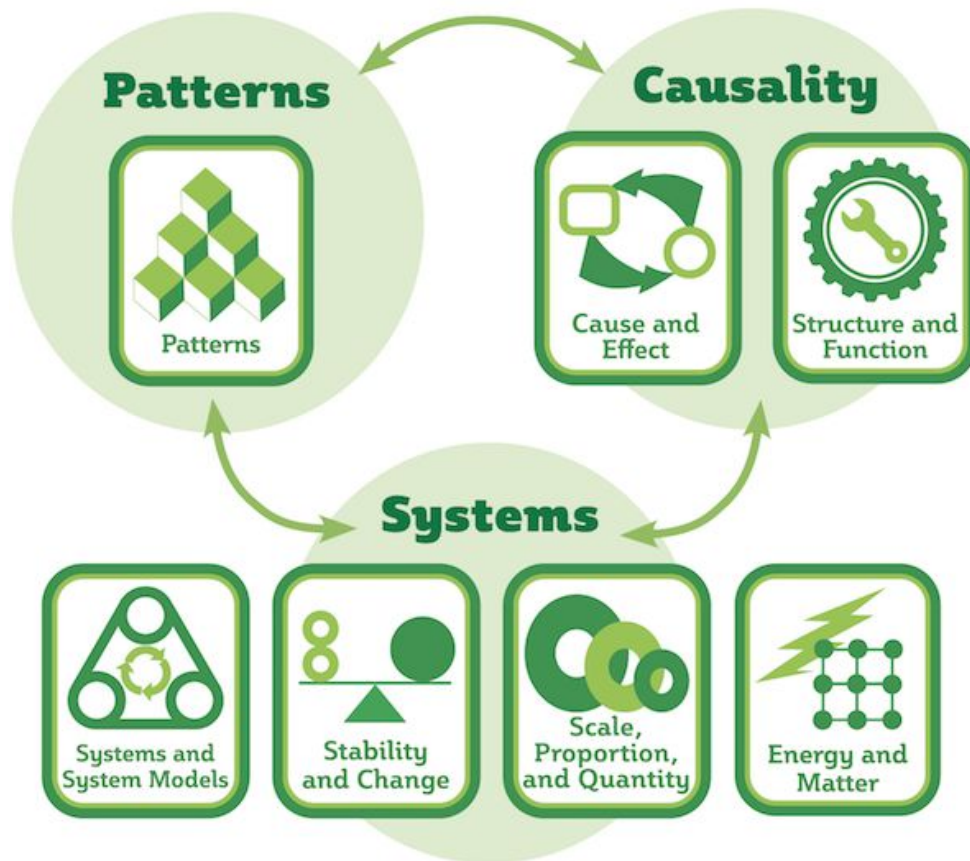
SEP, DCI, CCC

Science & Engineering Practices



- Asking Questions and Defining Problems
- Developing and Using Models
- Planning and Carrying Out Investigations
- Analyzing and Interpreting Data
- Using Mathematics and Computational Thinking
- Constructing Explanations and Designing Solutions
- Engaging in Argument From Evidence
- Obtaining, Evaluating, and Communicating Information

Crosscutting Concepts



STEELS Foundation Boxes Grades 9-12



3.1.9-12.T Life Science: Natural Selection and Evolution

Students who demonstrate understanding can *construct an explanation based on evidence that the process of evolution primarily results from four factors: (1) the potential for a species to increase in number, (2) the heritable genetic variation of individuals in a species due to mutation and sexual reproduction, (3) competition for limited resources, and (4) the proliferation of those organisms that are better able to survive and reproduce in the environment.*

Clarifying Statement: Emphasis is on using evidence to explain the influence each of the four factors has on number of organisms, behaviors, morphology, or physiology in terms of ability to compete for limited resources and subsequent survival of individuals and adaptation of species. Examples of evidence could include mathematical models such as simple distribution graphs and proportional reasoning.

Assessment Boundary: Assessment does not include other mechanisms of evolution, such as genetic drift, gene flow through migration, and co-evolution.

Science and Engineering Practices (SEP)	Disciplinary Core Ideas (DCI)	Crosscutting Concepts (CCC)
<p>Constructing Explanations and Designing Solutions</p> <p>Constructing explanations and designing solutions in 9–12 builds on K–8 experiences and progresses to explanations and designs that are supported by multiple and independent student-generated sources of evidence consistent with scientific ideas, principles, and theories.</p> <ul style="list-style-type: none">Construct an explanation based on valid and reliable evidence obtained from a variety of sources (including students' own investigations, models, theories, simulations, peer review) and the assumption that theories and laws that describe the natural world operate today as they did in the past and will continue to do so in the future.	<p>LS4.B: Natural Selection</p> <ul style="list-style-type: none">Natural selection occurs only if there is both (1) variation in the genetic information between organisms in a population and (2) variation in the expression of that genetic information—that is, trait variation—that leads to differences in performance among individuals. <p>LS4.C: Adaptation</p> <ul style="list-style-type: none">Evolution is a consequence of the interaction of four factors: (1) the potential for a species to increase in number, (2) the genetic variation of individuals in a species due to mutation and sexual reproduction, (3) competition for an environment's limited supply of the resources that individuals need in order to survive and reproduce, and (4) the ensuing proliferation of those organisms that are better able to survive and reproduce in that environment.	<p>Cause and Effect</p> <ul style="list-style-type: none">Empirical evidence is required to differentiate between cause and correlation and make claims about specific causes and effects.

Pennsylvania Context: Examples of Pennsylvania context include but are not limited to genetic variations within native species such as albino squirrels, black squirrels, albino deer, Pennsylvania elk, timber rattlesnakes, river otters, and brown trout. Various Pennsylvania organisms are impacted by changing environmental conditions.

PA Career Ready Skills: Situate self in any social context as a means to determine a response.

K–12 Progression – Example 1 (Physical Science)



3.2		Students who demonstrate understanding can:						
Strand	K	1	2	3	4	5	6-8	9-12
Types of Interaction	<u>3.2.K.B</u> Plan and conduct an investigation to compare the effects of different strengths or different directions of pushes and pulls on the motion of an object.			<u>3.2.3.C</u> Ask questions to determine cause and effect relationships of electric or magnetic interactions between two objects not in contact with each other. <u>3.2.3.D</u> Define a simple design problem that can be solved by applying scientific ideas about magnets.		<u>3.2.5.F</u> Support an argument that the gravitational force exerted by Earth on objects is directed down.	<u>3.2.6-8.I</u> Ask questions about data to determine the factors that affect the strength of electric and magnetic forces.	<u>3.2.9-12.L</u> Use mathematical representations of Newton's Law of Gravitation and Coulomb's Law to describe and predict the gravitational and electrostatic forces between objects.

K–12 Progression – Example 1 (Physical Science)



3.2		Students who demonstrate understanding can:							
Strand	K	1	2	3	4	5	6-8	9-12	
Types of Interaction							<p><u>3.2.6-8.J</u> Construct and present arguments using evidence to support the claim that gravitational interactions are attractive and depend on the masses of interacting objects.</p> <p><u>3.2.6-8.K</u> Conduct an investigation and evaluate the experimental design to provide evidence that fields exist between objects exerting forces on each other even though the objects are not in contact.</p>	<p><u>3.2.9-12.M</u> Plan and conduct an investigation to provide evidence that an electric current can produce a magnetic field and that a changing magnetic field can produce an electric current.</p> <p><u>3.2.9-12.N</u> Communicate scientific and technical information about why the molecular-level structure is important in the functioning of designed materials.</p>	

K–12 Progression: Example 2 (3.5 Technology & Engineering)



	K-2	3-5	6-8	9-12
Applying Maintaining, and Assessing Technological Products and Systems	<u>3.5.K-2.A</u> Identify and use everyday symbols.	<u>3.5.3-5.A</u> Use appropriate symbols, numbers, and words to communicate key ideas about technological products and systems	<u>3.5.6-8.A</u> Research information from various sources to use and maintain technological products or systems.	<u>3.5.9-12.A</u> Use various approaches to communicate processes and procedures for using, maintaining, and assessing technological products and systems.
Impacts of Technology	<u>3.5.K-2.B</u> Describe qualities of everyday products.	<u>3.5.3-5.B</u> Examine information to assess the trade-offs to using a product or system.	<u>3.5.6-8.B</u> Use instruments to gather data on the performance of everyday products.	
Influence of Society on Technological Development				<u>3.5.9-12.B</u> Critically assess and evaluate a technology that minimizes resource use and resulting waste to achieve a goal.

K–12 Progression: Example 2 (3.5 Technology & Engineering)



	K-2	3-5	6-8	9-12
Applying Maintaining, and Assessing Technological Products and Systems		<u>3.5.3-5.C</u> Follow directions to complete a technological task.		
Impacts of Technology	<u>3.5.K-2.C</u> Explain ways that technology helps with everyday tasks.	<u>3.5.3-5.D</u> Predict how certain aspects of their daily lives would be different without given technologies.	<u>3.5.6-8.C</u> Hypothesize what alternative outcomes (individual, cultural, and/or environmental) might have resulted had a different technological solution been selected.	
Influence of Society on Technological Development	<u>3.5 .. K-2.ID</u> Select ways to reduce, reuse, and recycle resources in daily life.	<u>3.5.3-5.E</u> Explain why responsible use of technology requires sustainable management of resources. <u>3.5.3-5.F</u> Classify resources used to create technologies as either renewable or nonrenewable.	<u>3.5.6-8.D</u> Analyze how the creation and use of technologies consumes renewable, non-renewable, and inexhaustible resources; creates waste; and may contribute to environmental challenges.	<u>3.5.9-1.2.C</u> Develop a solution to a technological problem that has the least negative environmental and social impact.

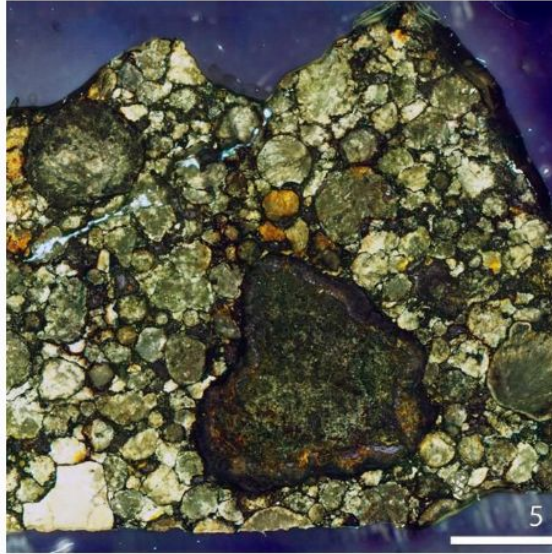
Phenomena-Based Learning



Phenomenon = observable event happening in the world/universe; something that inspires questions and motivates in-depth investigation



Slinky Free-Fall



Rock Older Than Earth



Sensitive Plant

Types of Phenomena

ANCHOR PHENOMENA

Flooding in New York City

Observable, real-life, contextual

Complex, many testable questions and solvable problems can be generated

Questions can't be answered by a single experiment

Problems can't be solved in one round of prototyping

Considered first to give lesson overarching focus

Facilitates concept-to-world connection by examine concepts in real-world contexts



INVESTIGATIVE PHENOMENA

How soil and ground cover affect water seepage

Observations, result from testing answers to questions or prototyping solutions to a problem related to the anchor phenomena

Less complex, variables are able to be isolated and explored

A single experiment can provide significant data to attempt answering the question under specific conditions

One manifestation of the problem may be solved in a few rounds of prototyping, the resulting solution will be limited in its ability to solve other similar problems

Provides a chance to dive deeper in related lessons

Facilitates concept-to-self and concept-to-concept connection between the student pre-existing knowledge and the concept in question.

Anchor Phenomena



WHY

(Reasons to care = purpose)

What students believe.

HOW

(How can the phenomenon be explained?)

How students' beliefs lead to some dissatisfaction with what they know.

WHAT

(What are the elements in the anchor phenomenon that can be explored?)

What students can do to gather evidence to solve their dissatisfaction with the problem or question.

Evidence-Based
Conclusion

Scientific Process

Investigative Phenomena

Engineering Process

Question

Problem



Timeline K-5



- Science Advocates
- CCIU Professional Development
- Professional Development Opportunities with Sub-Committee
- Explore New Curricular Materials and Pilot in 2024-25
- Provide Ongoing Professional Development
- Officially on Board Identified Materials in 2025-26

Timeline 6-12



- Grade-level & Content-Area Curriculum Leaders
- CCIU Professional Development
- Continued Professional Development Opportunities with Curriculum Leaders & Full Team of Teachers
- Initiate Some Phenomena-Based Teaching & Learning in Spring 2023 and Beyond
- Explore New Curricular Alignments and Pilot in 2023-24
- Refine & Reevaluate in 2024-25 & Provide Ongoing Professional Development
- Officially Launch in 2025-26

Questions?



STEELS Hub

Science, Technology & Engineering,
and Environmental Literacy &
Sustainability

2022–23 Summer K–12 Programs

WCASD Education Committee | April 11, 2023



Need Driven Decisions: Elementary



Priorities for Elementary Programming

Understand, target and address the unique needs of the following student groups:

- English Learners
- Math support students
- Multi-Tiered Systems of Supports (MTSS)
- Reading Support Students
- Special Education Students not Receiving Extended School Year (ESY) Invitation
- Tutored Students (ESSER) During the 2022-23 School Year

Need Driven Decisions: Secondary



Priorities for Secondary Programming

- Address Learning Needs through Credit Recovery
- Create Opportunities to Earn Collegiate Credit
- Preview 2023-24 School Year Content
- Provide Opportunities and Access for All
- Support Students with Specific Needs
 - IEPs, English Language Acquisition, Etc.

K-5 Summer Academy



Schedule

- 5 Week Program for Rising First through Fifth Graders
 - Runs Monday through Thursday from 8:30-11:30 AM

Learning

- Teachers Plan Intervention Based on Current Classroom Teacher's Feedback
 - Focus Standards
- Topics Include:
 - Reading, Writing, Math, Wellness and Social-Emotional Learning

Devices

- Screen Free Environment
 - Classroom Hardware
 - Student Devices - iPad Carts

6-12 Summer Programs



Preview Learning, 6-12

- Self-Paced, Free Enrichment Opportunities
 - English Language Arts, Math, Science, Social Studies, World Language (French & Spanish)

Middle School Foundations

- In-Person, Free Program Supporting Students who Failed a Core Course
 - ELA, Math, Science, Social Studies



6-12 Summer Programs (High School)



High School Original Credit

- Blended, Fee-based Programs
 - Computer Science, Health & Physical Education & Math

High School Credit Recovery

- Fee-Based Program Support Students in Need of Credits
 - Keystone: In-Person
 - Non-Keystone: Educere

High School Dual Enrollment

- Music Production & Popular Music Performance
 - Fee-Based, In-person
 - 4 College Credits



K-12 Extended School Year (ESY)



Program Focus

Qualifying Special Education Students Provided with Services to Maintain Progress on Individualized IEP Goals

Program Details

- K-5 (5 and 6 week programs) at Greystone Elementary School
 - Lunch Served in 6 Week Programs
- 6-12 (5 and 6 week programs) at Fugett Middle School
 - Lunch Served in 6 Week Programs
- Academic and Personal Skill Instruction
 - Reading, Writing, & Math
 - Social and Coping Skills
- Related Services Provided During ESY Day

K-12 Jump Start



Program Focus

Academic Support, Experiential Learning, and Opportunities to Build Background Knowledge Supporting Language, Social, Academic, and Emotional Development

Program Details:

- K-12 at Hillsdale Elementary School
 - Four Weeks of Full-Day Programming
 - Breakfast & Lunch Served
- Standards-Based Instruction in Reading, Writing, & Math
- Social-Emotional Learning (SEL) Weekly Lessons
- Field Trips, In-House Experiences, & Community Partnerships
- Serves Approximately 225 Students

Partnerships

Believe & Achieve, West Chester University, & Young Men & Women In Charge





WEST CHESTER AREA SCHOOL DISTRICT
Education Committee

To: Board of School Directors
From: Sara M. Missett, EdD
Michael Wagman
Cc: Kalia Reynolds, EdD
Date: April 11, 2023
Re: Consent Agenda Items for April 24, 2023, Board Approval

Consent agenda items are action items that are routine, high consensus, or policies the board has 1st reading approved with no changes for the 2nd reading. These usually do not require discussion by the Board. If any Board member wishes to discuss any item below, please request that it be placed on the regular agenda as a non-consent item.

Unless we hear otherwise, the following will appear under the Education Committee as consent item(s) for the April 24, 2023, School Board agenda:

Approval to Terminate the following Account(s):
<ul style="list-style-type: none">• East High School – Class of 2022

Approval to establish the following Student Activity Account(s):
<ul style="list-style-type: none">• Peirce Middle School – TogetHER Club• Stetson Middle School – Stetson GSA

Approval of the following Study/Excursion trip(s):
<ul style="list-style-type: none">• Henderson High School, DECA 12 Grade – Orlando, FL 04/22/2023 – 04/26/2023• Henderson High School, Spanish 9 – 11 Grade – Ecuador 06/19/2023 – 06/28/2024• Rustin High School, Speech and Debate Team – Bloomsburg University 03/17/2023 – 03/18/2023• Rustin High School, DECA 9 - 12 Grade – Orlando, FL 04/22/2023 – 04/27/2023• East High School, DECA 9 -12 – Orlando, FL 04/22/2023 – 04/26/2023• Rustin High School, Science Olympiad – Penn State Altoona, PA – 04/21/2023 – 04/22/2023• Stetson Middle School, Science Olympiad – Penn State Altoona, PA 04/21/2023 – 04/22/2023• Rustin High School, 10-12 Choral Music – Pocono Manor, PA 04/19/2023 – 04/22/2023

- Fugett Middle School, Science Olympiad – Penn State Altoona, PA – 04/21/2023 – 04/22/2023
- East High School, Academic Team – Harrisburg, PA – 04/27/2023 – 04/28/2023

If after reviewing this information you have any questions, please feel free to contact Kalia Reynolds: kreynolds@wcasd.net or 484.266.1016.



WEST CHESTER AREA SCHOOL DISTRICT
APPLICATION TO TERMINATE ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Date: 9/9/22 Check appropriate box:
☐ Student Activity Account (Fund 50)

Building: WC East High School ☐ Trust Account (Fund 51)

Account Number: _____

Name of Account: _____

Ending Account Balance: _____

Disposition of Remaining Funds: \$1,000 WCE class of 2023, \$2,071.72 WCE
class of 2024, \$1500 WCE class of 2025 \$1500 WC East Class of 2026
\$1000 furniture fund WC East

Nikita Gandhi / Sorina Piombino
Student Officer's Signature

Nikita Gandhi / Sorina Piombino
Student Officer's Name Printed

Ann Barry / Courtney Zimmerman
Faculty Advisor's Signature

Ann Barry / Courtney Zimmerman
Faculty Advisor's Name Printed

[Signature]
Principal's Signature

[Signature]
Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was ☐ APPROVED

☐ DISAPPROVED

by the Board of Education at their meeting held on : _____

Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:

Board Secretary's Signature

Date

1 copy Director of Secondary Education, 1 copy returned to Principal, 1 copy to Business Office



WEST CHESTER AREA SCHOOL DISTRICT
APPLICATION TO ESTABLISH ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Date: 03/21/2023 Check appropriate box:
☒ Student Activity Account (Fund 50)
Building: Peirce Middle School ☐ Trust Account (Fund 51)
Name of Account: TogetHER Club

State the purpose for which this account is intended:

The TogetHER Club is a student-led women's rights and gender equality club.
The account would hold the funds for our fundraising efforts.

List Source(s) of revenue:

Fundraisers such as Dine & Donate, Flower grams for friends, etc.

List types of expenses to be incurred:

Supplies for fundraisers and advertising efforts

How long do you plan to keep this account active: Indefinitely

Ella Ella Dougherty
Student Officer's Signature Student Officer's Name Printed
Kaylie Rosenthal
Faculty Sponsor's Signature Faculty Sponsor's Name Printed
Principal's Signature Chief Peter Wood 3/28/23
Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was: ☐ APPROVED ☐ DISAPPROVED

by the Board of Education at their meeting held on : _____

Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:

Board Secretary's Signature _____ Date _____

1 copy Director of Secondary Education, 1 copy returned to Principal, 1 copy to Business Office



WEST CHESTER AREA SCHOOL DISTRICT
APPLICATION TO ESTABLISH ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Date: 03/27/2023

Check appropriate box:



Student Activity Account (Fund 50)

Building: Stetson Middle School



Trust Account (Fund 51)

Name of Account: Stetson GSA

State the purpose for which this account is intended:

Holding account for funds to be used by the club

List Source(s) of revenue:

Fundraising

List types of expenses to be incurred:

items for GSA events

How long do you plan to keep this account active: until we no longer have a club

Cali Sousa

Student Officer's Signature

Cali Sousa

Student Officer's Name Printed

Diana

Faculty Sponsor's Signature

Heather A. Selgrath

Faculty Sponsor's Name Printed

Mary Kay Fuchalk

Principal's Signature

Cheryl L. Woods

Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was:



APPROVED



DISAPPROVED

by the Board of Education at their meeting held on :

Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:

Board Secretary's Signature

Date

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015

REVISED: October 13, 2022

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal	<input checked="" type="checkbox"/> New Trip Request	<input type="checkbox"/> Trip Revision Request	<input type="checkbox"/> Trip Cancellation Request
School	Rustin		
Teacher(s) in Charge:	Jake Frechette		
Destination:	Bloomsburg University		
Trip Day(s)/Date(s):	March 17 and March 18		
Competition	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
~ Overnight Trip:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country		
Name Tour Company:			
Special Instructions (rain date, etc.):			
How is it related to curriculum:	State Tournament		
Objectives of the proposed trip:	Win!		
Number of Pupils:	3	Total Passengers:	4
Adult Chaperone to Student Ratio:	1 / 3	Per Pupil Cost:	
Names of Teacher/Staff Chaperones:	Jake Frechette		
~ Other Adult Chaperones:	n/a		
Nurses required on this trip:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)		
Estimated Cost			
	# Staff	# Days	Cost/Day
Substitute(s) Needed:	1	1	202.13
Agency Nurses Needed:			0.00
Name of Staff Member Driving Students:	Jake Frechette <i>Karen 3 verified</i>		
Mileage/Tolls: (if applicable)			192.57
Hotel/Food/Airfare: (if applicable)			277.92
Registration/Entrance Fee: (if applicable)			45.00
Other Costs:			
<input type="checkbox"/> Walking	Parent Provided Transportation		
<input type="checkbox"/> Bus	<input type="checkbox"/> Public Transportation		
<input type="checkbox"/> Van/Car Rental	<input type="checkbox"/> Coach		
	# Vehicles	# Days	Cost/Vehicle
Buses/Rentals/Coaches			0.00
~ Rental Company/Carrier:			
Students Leaving From:	Rustin	at	6:45
Students Returning To:	Rustin	at	3:00
~ Request Drop off/Pick up (only if using Krapf):	<input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: at am pm		
	Pick up at: at am pm		
What are the planned activities to assist students who require financial assistance:			
Additional Information (bus w/lift, star seat, ski boxes, special instructions)			
Total Cost of Trip:	\$ 717.62	Pupil Cost:	\$ -
Other Funded:	\$ -	Total Cost to the District:	\$ 717.62
Requested By:	Jake Frechette	Signature:	
Date:	3/6/23		
Approval			
Principal	Approved	Date:	3/6/23
Supervisor	Approved	Date:	3/8/23
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services	Approved	Date:	3/13/23
Transportation:		Date:	
Schedule Dates:		Contractor:	

03/24/2023

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015

REVISED: October 13, 2022

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal <input checked="" type="checkbox"/> New Trip Request <input type="checkbox"/> Trip Revision Request <input type="checkbox"/> Trip Cancellation Request																						
School: <u>Rustin High School</u> Grade/Subject/Club: <u>10-12/Choral Music</u>																						
Teacher(s) in Charge: <u>Jon Kreamer (for Ann Ellis)</u>																						
Destination: <u>PMEA State Music Festival, 250 Kalahari Blvd., Pocono Manor, PA. 18349</u>																						
Trip Day(s)/Date(s): <u>Wed - Sat, 4.19 - 4.22.2023</u> Competition: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																						
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country Name Tour Company: <u>n/a</u>																						
Special Instructions (rain date, etc.): <u>n/a</u>																						
How is it related to curriculum: <u>This is a PMEA State-wide music festival held each year to further student's music education in choral music.</u>																						
Objectives of the proposed trip: <u>To rehearse and perform advanced choral literature and perform with a nationally recognized conductor in concert on April 22, 2023</u>																						
Number of Pupils: <u>2</u> Total Passengers: <u>3</u> Per Pupil Cost: <u>0.00</u>																						
Adult Chaperone to Student Ratio: <u>1 / 2</u> % of Eligible Students Going: <u>100.00%</u>																						
Names of Teacher/Staff Chaperones: <u>Jon Kreamer (for Ann Ellis)</u>																						
~ Other Adult Chaperones: <u>n/a</u>																						
Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)																						
Estimated Cost																						
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Substitute(s) Needed:</th> <th># Staff <input checked="" type="checkbox"/></th> <th># Days</th> <th>Cost/Day</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td></td> <td><u>0</u></td> <td><u>0</u></td> <td><u>202.13</u></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> <tr> <td>Agency Nurses Needed:</td> <td><u>0</u></td> <td></td> <td><u>0.00</u></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> </tbody> </table>		Substitute(s) Needed:	# Staff <input checked="" type="checkbox"/>	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project		<u>0</u>	<u>0</u>	<u>202.13</u>	<u>0.00</u>			Agency Nurses Needed:	<u>0</u>		<u>0.00</u>	<u>0.00</u>		
Substitute(s) Needed:	# Staff <input checked="" type="checkbox"/>	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project																
	<u>0</u>	<u>0</u>	<u>202.13</u>	<u>0.00</u>																		
Agency Nurses Needed:	<u>0</u>		<u>0.00</u>	<u>0.00</u>																		
Name of Staff Member Driving Students: <u>parent Karen Woodeschick Orkin will be driving students</u>																						
Mileage/Tolls: (if applicable) <u>n/a</u>																						
Hotel/Food/Airfare: (if applicable) <u>n/a</u>																						
Registration/Entrance Fee: (if applicable) <u>399.00 x 2</u>																						
Other Costs: <u>n/a</u>																						
<input type="checkbox"/> Walking <input checked="" type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation																						
<input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach																						
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Buses/Rentals/Coaches</th> <th># Vehicles</th> <th># Days</th> <th>Cost/Vehicle</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td></td> <td><u>0</u></td> <td></td> <td></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> </tbody> </table>		Buses/Rentals/Coaches	# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project		<u>0</u>			<u>0.00</u>									
Buses/Rentals/Coaches	# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project																
	<u>0</u>			<u>0.00</u>																		
~ Rental Company/Carrier: _____																						
Students Leaving From: <u>Rustin HS Auditorium lot on Wed, 4.19.2023</u> at <u>2:30</u> <input type="checkbox"/> am <input checked="" type="checkbox"/> pm																						
Students Returning To: <u>Their homes on Sat, 4.22.2023</u> at <u>3:00</u> <input type="checkbox"/> am <input checked="" type="checkbox"/> pm																						
~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm																						
Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm																						
What are the planned activities to assist students who require financial assistance: <u>n/a</u>																						
Additional Information (bus w/lift, star seat, ski boxes, special instructions) <u>n/a</u>																						
Total Cost of Trip: \$ <u>798.00</u> Pupil Cost: \$ <u>-</u> Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>798.00</u>																						
Requested By: <u>Ann Ellis</u> Signature: <u>Ann Ellis</u> Date: <u>3/24/2023</u>																						
Approval																						
Principal: _____ Approved: _____ Date: <u>3/24/23</u>																						
Supervisor: _____ Approved: _____ Date: _____																						
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services Approved: _____ Date: <u>3/29/23</u>																						
Transportation: _____ Date: _____																						
Schedule Dates: _____ Contractor: _____																						
Krapf Costs: _____ Additional Costs: _____																						
Spellman Office Only: _____ Overnight Trip will appear on the _____ Board Consent Agenda.																						

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015
REVISED: October 13, 2022

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal <input checked="" type="checkbox"/> New Trip Request <input type="checkbox"/> Trip Revision Request <input type="checkbox"/> Trip Cancellation Request																									
School: <u>East High School</u>	Grade/Subject/Club: <u>12/Orchestra</u>																								
Teacher(s) In Charge: <u>Timothy Celfo</u>																									
Destination: <u>Kalahari Convention Center</u>																									
Trip Day(s)/Date(s): <u>April 19th - April 22</u> Competition: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																									
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country Name Tour Company: <u>N/A</u>																									
Special Instructions (rain date, etc.): <u>Daniel Cheng will be riding up with Mrs. Kelly and the other All State Orchestra students from Rustin</u>																									
How is it related to curriculum: <u>Daniel Cheng has been preparing himself musically for a very competitive journey through all the steps of the PMEA District, Region and State Levels</u>																									
Objectives of the proposed trip: <u>To enrich students and teachers through music education</u>																									
Number of Pupils: <u>1</u> Adult Chaperone to Student Ratio: <u>1 / 1</u> Names of Teacher/Staff Chaperones: <u>Katrina Kelly, Tim Celfo</u> ~ Other Adult Chaperones: _____ Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)	Total Passengers: <u>1</u> Per Pupil Cost: _____ % of Eligible Students Going: <u>100.00%</u>																								
Estimated Cost																									
Substitute(s) Needed:	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th># Staff</th> <th># Days</th> <th>Cost/Day</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td><u>1</u></td> <td><u>2</u></td> <td><u>202.13</u></td> <td><u>404.26</u></td> <td></td> <td><u>1-1110-000-20-16-966-315</u></td> </tr> <tr> <td colspan="6">Agency Nurses Needed:</td> </tr> <tr> <td></td> <td></td> <td><u>0.00</u></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> </tbody> </table>	# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project	<u>1</u>	<u>2</u>	<u>202.13</u>	<u>404.26</u>		<u>1-1110-000-20-16-966-315</u>	Agency Nurses Needed:								<u>0.00</u>	<u>0.00</u>		
# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project																				
<u>1</u>	<u>2</u>	<u>202.13</u>	<u>404.26</u>		<u>1-1110-000-20-16-966-315</u>																				
Agency Nurses Needed:																									
		<u>0.00</u>	<u>0.00</u>																						
Name of Staff Member Driving Students: <u>Katrina Kelly</u> Mileage/Tolls: (if applicable) <u>90.60</u> <u>1-1110-000-20-16-966-581</u> Hotel/Food/Airfare: (if applicable) <u>487.60</u> <u>1-1110-000-20-16-966-581</u> Registration/Entrance Fee: (if applicable) <u>205.00</u> <u>1-1110-000-20-16-966-810</u> Other Costs: _____																									
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation <input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach																									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th># Vehicles</th> <th># Days</th> <th>Cost/Vehicle</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> </tbody> </table>						# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project				<u>0.00</u>										
# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project																				
			<u>0.00</u>																						
~ Rental Company/Carrier: _____ Students Leaving From: <u>Home</u> at <u>12</u> <input type="checkbox"/> am <input checked="" type="checkbox"/> pm Students Returning To: <u>Home</u> at <u>6</u> <input type="checkbox"/> am <input checked="" type="checkbox"/> pm ~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm																									
What are the planned activities to assist students who require financial assistance: _____																									
Additional Information (bus w/lift, star seat, ski boxes, special instructions) _____																									
Total Cost of Trip: \$ <u>1,187.46</u> Pupil Cost: \$ <u>-</u> Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>1,187.46</u>																									
Requested By: <u>Timothy A Celfo</u> Signature: <u>[Signature]</u> Date: <u>03/30/2023</u>																									
Approval																									
Principal			Approved		Date: <u>4/5/23</u>																				
Supervisor			Approved		Date: <u>4/5/23</u>																				
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services			Approved		Date: <u>4/6/23</u>																				
Transportation:					Date: _____																				
Schedule Dates:			Contractor:																						
Krapf Costs:			Additional Costs:																						
<u>Spelman Office Only:</u> Overnight Trip will appear on the _____ Board Consent Agenda.																									

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015

REVISED: October 13, 2022

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal <input checked="" type="checkbox"/> New Trip Request <input type="checkbox"/> Trip Revision Request <input type="checkbox"/> Trip Cancellation Request													
School: <u>Bayard Rustin</u>	Grade/Subject/Club: <u>Science Olympiad</u>												
Teacher(s) in Charge: <u>Mr. Suarez, Mr. Taylor</u>													
Destination: <u>Penn State Altoona Campus, Altoona, PA</u>													
Trip Day(s)/Date(s): <u>Fri-Sat April 21-22, 2023</u> Competition <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No													
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country Name Tour Company: _____													
Special Instructions (rain date, etc.): <u>Sharing our Bus with Stetson Science Olympiad team. The numbers below are only for the Rustin Team.</u>													
How is it related to curriculum: <u>Science competition cover all science standards</u>													
Objectives of the proposed trip: <u>Science Competition</u>													
Number of Pupils: <u>20</u> Total Passengers: <u>23</u> Per Pupil Cost: <u>0.00</u>	Adult Chaperone to Student Ratio: <u>1 / 10</u> % of Eligible Students Going: <u>100.00%</u>												
Names of Teacher/Staff Chaperones: <u>Mr. Suarez, Mr. Taylor</u>													
~ Other Adult Chaperones: <u>Mrs. Lefebvre</u>													
Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)													
Estimated Cost													
Substitute(s) Needed:	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th># Staff</th> <th># Days</th> <th>Cost/Day</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td><u>0</u></td> <td><u>0</u></td> <td><u>202.13</u></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> </tbody> </table>	# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project	<u>0</u>	<u>0</u>	<u>202.13</u>	<u>0.00</u>		
# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project								
<u>0</u>	<u>0</u>	<u>202.13</u>	<u>0.00</u>										
Agency Nurses Needed:	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th># Staff</th> <th># Days</th> <th>Cost/Day</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td><u>0</u></td> <td><u>0</u></td> <td><u>0.00</u></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> </tbody> </table>	# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>		
# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project								
<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>										
Name of Staff Member Driving Students: _____													
Mileage/Tolls: (if applicable) _____													
Hotel/Food/Airfare: (if applicable) <u>1,287.52</u>													
Registration/Entrance Fee: (if applicable) <u>75.00</u>													
Other Costs: _____													
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation													
<input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input checked="" type="checkbox"/> Coach													
Buses/Rentals/Coaches	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th># Vehicles</th> <th># Days</th> <th>Cost/Vehicle</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td><u>0.5</u></td> <td><u>2</u></td> <td><u>2,005.00</u></td> <td><u>2,005.00</u></td> <td></td> <td><u>1-1110-000-20-19-967-580</u></td> </tr> </tbody> </table>	# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project	<u>0.5</u>	<u>2</u>	<u>2,005.00</u>	<u>2,005.00</u>		<u>1-1110-000-20-19-967-580</u>
# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project								
<u>0.5</u>	<u>2</u>	<u>2,005.00</u>	<u>2,005.00</u>		<u>1-1110-000-20-19-967-580</u>								
~ Rental Company/Carrier: <u>Elite Coach (Invoice #181978)</u>													
Students Leaving From:	<u>Rustin (Friday Apr 21)</u>	at	<u>9:00</u>	<input checked="" type="checkbox"/> am <input type="checkbox"/> pm									
Students Returning To:	<u>Rustin (Saturday Apr 22)</u>	at	<u>10:00</u>	<input type="checkbox"/> am <input checked="" type="checkbox"/> pm									
~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm													
Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm													
What are the planned activities to assist students who require financial assistance:													
Invitational fundraiser													
Additional Information (bus w/lift, star seat, ski boxes, special instructions)													
Total Cost of Trip: \$ <u>3,367.52</u> Pupil Cost: \$ <u>-</u> Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>3,367.52</u>													
Requested By: <u>Jalme Suarez</u>		Signature: <u>[Signature]</u>		Date: <u>16 Mar 2023</u>									
Approval													
Principal		Approved		Date: <u>3/17/23</u>									
Supervisor		Approved		Date: <u>3/24/23</u>									
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services		Approved		Date: <u>3/27/23</u>									
Transportation:				Date: _____									
Schedule Dates: _____		Contractor: _____											

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015

REVISED: December 14, 2017

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal		<input checked="" type="checkbox"/> New Trip Request		<input type="checkbox"/> Trip Revision Request		<input type="checkbox"/> Trip Cancellation Request	
School: <u>Stetson Middle School</u>		Grade/Subject/Club: <u>Stetson Science Olympiad</u>					
Teacher(s) in Charge: <u>Mr. Rob Becker</u>							
Destination: <u>Penn State University at Altoona 3000 Ivyside Park Altoona, PA 16601</u>							
Trip Day(s)/Date(s): <u>April 21, 2023 Friday to April 22, 2023</u>		Competition		<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No	
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input checked="" type="checkbox"/> In State <input type="checkbox"/> Out of State		<input type="checkbox"/> Out of Country		Name Tour Company: _____	
Special Instructions (rain date, etc.): _____							
How is it related to curriculum: <u>All of the events at the Science Olympiad Competition follow the National Standards of Science</u>							
Objectives of the proposed trip: <u>To compete in the Pennsylvania State Science Olympiad competition</u>							
Number of Pupils: <u>14</u>		Total Passengers: <u>17</u>		Per Pupil Cost: <u>0.00</u>			
Adult Chaperone to Student Ratio: <u>1 / 5</u>				% of Eligible Students Going: <u>100.00%</u>			
Names of Teacher/Staff Chaperones: <u>Rob Becker, James Peck</u>							
~ Other Adult Chaperones: <u>Jodie Lefebvre</u>							
Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)							
Estimated Cost							
	# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project	
Substitute(s) Needed:	<u>0</u>		<u>159.31</u>	<u>0.00</u>			
Agency Nurses Needed:			<u>0.00</u>	<u>0.00</u>			
Name of Staff Member Driving Students: _____							
Mileage/Tolls: (if applicable) _____							
Hotel/Food/Airfare: (if applicable) <u>892.26</u>							
Registration/Entrance Fee: (if applicable) <u>75.00</u>							
Other Costs: _____							
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation <input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input checked="" type="checkbox"/> Coach							
	# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project	
Buses/Rentals/Coaches	<u>0.5</u>	<u>1</u>	<u>4,010.00</u>	<u>2,005.00</u>		<u>1-1110-000-20-19-967-580</u>	
~ Rental Company/Carrier: <u>Elite Bus Company</u>							
Students Leaving From: <u>Rustin HS, West Chester, PA Friday April 21, 2023</u>		at <u>9:00</u>		<input checked="" type="checkbox"/> am <input type="checkbox"/> pm			
Students Returning To: <u>Rustin HS, West Chester, PA Saturday April 22, 2023</u>		at <u>10:00</u>		<input type="checkbox"/> am <input checked="" type="checkbox"/> pm			
~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm							
Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm							
What are the planned activities to assist students who require financial assistance: _____							
Additional Information (bus w/lift, star seat, ski boxes, special instructions)							
Coach bus will be shared with the Rustin HS Science Olympiad Team. Rustin will pay transportation fee so \$2005 should be transferred to RHS account							
Total Cost of Trip: \$ <u>2,972.26</u>		Pupil Cost: \$ <u>-</u>		Other Funded: \$ <u>-</u>		Total Cost to the District: \$ <u>2,972.26</u>	
Requested By: <u>Rob Becker</u>		Signature: <u>[Signature]</u>		Date: <u>03/16/2023</u>			
Approval							
Principal <u>Mary Kay Puchalla</u>		Approved <u>[Signature]</u>		Date: <u>3/17/23</u>			
Supervisor		Approved <u>[Signature]</u>		Date: <u>3/22/23</u>			
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services		Approved <u>[Signature]</u>		Date: <u>3/27/23</u>			
Transportation: _____				Date: _____			
Schedule Dates: _____		Contractor: _____					

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015
REVISED: December 14, 2017

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

<input checked="" type="checkbox"/> New Trip Request		<input type="checkbox"/> Trip Revision Request		<input type="checkbox"/> Trip Cancellation Request	
School: <u>Fugett Middle School</u>			Grade/Subject/Club: <u>Science Olympiad</u>		
Teacher(s) in Charge: <u>Joanne Trombley</u>					
Destination: <u>Penn State Altoona Campus</u>					
Trip Day(s)/Date(s): <u>April 21-22, 2023</u>			Competition <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country			Name Tour Company: _____		
Special Instructions (rain date, etc.): _____					
How is it related to curriculum: <u>This is a STEM competition, so it relates to the science, technology, technology engineering, and math curriculum.</u>					
Objectives of the proposed trip: <u>The objective is to compete against the top performing school teams from all the other regions of the state of PA.</u>					
Number of Pupils: <u>23</u>		Total Passengers: <u>25</u>		Per Pupil Cost: _____	
Adult Chaperone to Student Ratio: <u>1 / 13</u>				% of Eligible Students Going: <u>95.00%</u>	
Names of Teacher/Staff Chaperones: <u>Joanne Trombley</u>					
~ Other Adult Chaperones: <u>Priyanka Gupta (traveling on bus); Ann and Tim Burley (traveling via their own car)</u>					
Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)					
Estimated Cost					
	# Staff	# Days	Cost/Day	Total Cost	% Budget Code/Account/Project
Substitute(s) Needed:	<u>0</u>			<u>0.00</u>	
Agency Nurses Needed:	<u>0</u>		<u>0.00</u>	<u>0.00</u>	
Name of Staff Member Driving Students: _____					
Mileage/Tolls: (if applicable) _____					
Hotel/Food/Airfare: (if applicable) <u>643.80</u>					
Registration/Entrance Fee: (if applicable) _____					
Other Costs: _____					
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation <input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input checked="" type="checkbox"/> Coach					
	# Vehicles	# Days	Cost/Vehicle	Total Cost	% Budget Code/Account/Project
Buses/Rentals/Coaches	<u>1</u>	<u>1</u>	<u>3,778.67</u>	<u>3,778.67</u>	<u>01-1110-000-20-19-967-580</u>
~ Rental Company/Carrier: <u>Klein Transportation Co.</u>					
Students Leaving From: <u>Fugett Front Entrance</u>		at <u>9:30</u>		<input checked="" type="checkbox"/> am <input type="checkbox"/> pm	
Students Returning To: <u>Fugett Front Entrance</u>		at <u>10:30</u>		<input type="checkbox"/> am <input checked="" type="checkbox"/> pm	
~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm					
Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm					
What are the planned activities to assist students who require financial assistance:					
None - Students pay for all their meals.					
Additional Information (bus w/lift, star seat, ski boxes, special instructions)					
Please send payment to: Klein Transportation and Roadway Inc; addresses attached to this form.					
Total Cost of Trip: \$ <u>4,422.47</u>		Pupil Cost: \$ <u>-</u>		Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>4,422.47</u>	
Requested By: <u>Joanne Trombley</u>		Signature: <u>[Signature]</u>		Date: <u>03/20/2023</u>	
Approval					
Principal: <u>[Signature]</u>		Approved: <u>[Signature]</u>		Date: <u>3/24/23</u>	
Supervisor: <u>[Signature]</u>		Approved: <u>[Signature]</u>		Date: <u>3/28/23</u>	
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services		Approved: <u>[Signature]</u>		Date: <u>3/29/23</u>	
Transportation: _____					
Schedule Dates: _____ Contractor: _____					

WEST CHESTER AREA SCHOOL DISTRICT

APPROVED: August 1, 2015
REVISED: December 14, 2017

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal <input checked="" type="checkbox"/> New Trip Request <input type="checkbox"/> Trip Revision Request <input type="checkbox"/> Trip Cancellation Request																																																																																																																																																																																
School: <u>Henderson High School</u>	Grade/Subject/Club: <u>DECA 12th GRADE</u>																																																																																																																																																																															
Teacher(s) in Charge: <u>Lucas VanEmburg</u>																																																																																																																																																																																
Destination: <u>DECA ICDC - Orlando FL - Orange County Convention Center</u>																																																																																																																																																																																
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Special Instructions (rain date, etc.): _____																																																																																																																																																																																
How is it related to curriculum: <u>Students will use their business and marketing knowledge to compete at the international DECA competition.</u>																																																																																																																																																																																
Objectives of the proposed trip: <u>4 Students will compete and attend the DECA International Leadership Convention in Orlando Florida.</u>																																																																																																																																																																																
Number of Pupils: <u>4</u>	Total Passengers: <u>5</u> Per Pupil Cost: <u>1,150.00</u>																																																																																																																																																																															
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Transportation: _____			Date:																																																																																																																																																																													

04/24/2023

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015

REVISED: October 13, 2022

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal <input checked="" type="checkbox"/> New Trip Request <input type="checkbox"/> Trip Revision Request <input type="checkbox"/> Trip Cancellation Request																																																																																																																																																																																																					
School: <u>Rustin High School</u> Grade/Subject/Club: <u>9 - 12 DECA</u>																																																																																																																																																																																																					
Teacher(s) in Charge: <u>McCarter</u>																																																																																																																																																																																																					
Destination: <u>Orange County Convention Center 9800 International Drive Orlando, FL 32819</u>																																																																																																																																																																																																					
Trip Day(s)/Date(s): <u>April 22 - 27</u> Competition <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																																																																																																																																																																																																					
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How is it related to curriculum: <u>DECA is a co-curricular element of our Marketing Program. Students will compete in marketing events with other DECA members from around the world.</u>																																																																																																																																																																																																					
Objectives of the proposed trip: <u>To provide students with training in leadership, communications, problem solving and marketing.</u>																																																																																																																																																																																																					
Number of Pupils: <u>5</u> Total Passengers: <u>6</u> Per Pupil Cost: <u>1,012.20</u>																																																																																																																																																																																																					
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S: \$600)</td> <td>720.00</td> <td></td> <td></td> </tr> <tr> <td colspan="7">Other Costs: _____</td> </tr> <tr> <td colspan="7"> <input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation </td> </tr> <tr> <td colspan="7"> <input checked="" type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach </td> </tr> <tr> <td></td> <td># Vehicles</td> <td># Days</td> <td>Cost/Vehicle</td> <td>Total Cost</td> <td>%</td> <td>Budget Code/Account/Project</td> </tr> <tr> <td>Buses/Rentals/Coaches</td> <td></td> <td></td> <td></td> <td>0.00</td> <td>100%</td> <td></td> </tr> <tr> <td colspan="7">~ Rental Company/Carrier: _____</td> </tr> <tr> <td>Students Leaving From:</td> <td><u>Wilmington Airport</u></td> <td>at</td> <td><u>11:30</u></td> <td><input checked="" type="checkbox"/> am <input type="checkbox"/> pm</td> <td colspan="2"></td> </tr> <tr> <td>Students Returning To:</td> <td><u>Rustin Gym Lobby</u></td> <td>at</td> <td><u>2:00</u></td> <td><input type="checkbox"/> am <input checked="" type="checkbox"/> pm</td> <td colspan="2"></td> </tr> <tr> <td colspan="7">~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm</td> </tr> <tr> <td colspan="7">Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm</td> </tr> <tr> <td colspan="7">What are the planned activities to assist students who require financial assistance: _____</td> </tr> <tr> <td colspan="7">Additional Information (bus w/lift, star seat, ski boxes, special instructions) _____</td> </tr> <tr> <td colspan="7"> Total Cost of Trip: \$ <u>8,114.15</u> Pupil Cost: \$ <u>5,061.00</u> Other funded: \$ _____ Total Cost to the District: \$ <u>3,053.15</u> </td> </tr> <tr> <td colspan="7"> Requested By: <u>Christine McCarter</u> Signature: <u>Christine McCarter</u> Date: <u>03/03/2023</u> </td> </tr> <tr> <td colspan="7"> Approval </td> </tr> <tr> <td colspan="2">Principal</td> <td colspan="2">Approved</td> <td colspan="2">Date:</td> <td><u>03/03/2023</u></td> </tr> <tr> <td colspan="2">Supervisor</td> <td colspan="2">Approved</td> <td colspan="2">Date:</td> <td><u>3/8/23</u></td> </tr> <tr> <td colspan="2">Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services</td> <td colspan="2">Approved</td> <td colspan="2">Date:</td> <td><u>3/13/23</u></td> </tr> <tr> <td colspan="2">Transportation:</td> <td colspan="2"></td> <td colspan="2">Date:</td> <td></td> </tr> <tr> <td colspan="2">Schedule Dates:</td> <td colspan="2">Contractor:</td> <td colspan="3"></td> </tr> </tbody></table>		# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project	Substitute(s) Needed:	1	5	202.13	1,010.65	50%	1-1110-000-20-40-223-315						50%	1-1360-000-20-03-223-315	Agency Nurses Needed:			0.00	0.00			Name of Staff Member Driving Students: _____							Mileage/Tolls: (if applicable)			(Airfare: A: \$295; S: \$1014)			1-1320-000-20-04-223-580	Hotel/Food/Airfare: (if applicable)			(Hotel: A: \$1627.50; S: \$3447)	6,383.50		50-000-223-018-223	Registration/Entrance Fee: (if applicable)			(A: \$120; S: \$600)	720.00			Other Costs: _____							<input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation							<input checked="" type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach								# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project	Buses/Rentals/Coaches				0.00	100%		~ Rental Company/Carrier: _____							Students Leaving From:	<u>Wilmington Airport</u>	at	<u>11:30</u>	<input checked="" type="checkbox"/> am <input type="checkbox"/> pm			Students Returning To:	<u>Rustin Gym Lobby</u>	at	<u>2:00</u>	<input type="checkbox"/> am <input checked="" type="checkbox"/> pm			~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm							Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm							What are the planned activities to assist students who require financial assistance: _____							Additional Information (bus w/lift, star seat, ski boxes, special instructions) _____							Total Cost of Trip: \$ <u>8,114.15</u> Pupil Cost: \$ <u>5,061.00</u> Other funded: \$ _____ Total Cost to the District: \$ <u>3,053.15</u>							Requested By: <u>Christine McCarter</u> Signature: <u>Christine McCarter</u> Date: <u>03/03/2023</u>							Approval							Principal		Approved		Date:		<u>03/03/2023</u>	Supervisor		Approved		Date:		<u>3/8/23</u>	Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services		Approved		Date:		<u>3/13/23</u>	Transportation:				Date:			Schedule Dates:		Contractor:				
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03/24/2023

(OVER)

APPROVED: August 1, 2015
REVISED: December 14, 2017

121AG1 Application for Approval of Study, Excursion, and
Extracurricular Trips and Approval of Bus Transportation

Proposal	x New Trip Request	Trip Revision Request	Trip Cancellation Request
School	East High School		
Teacher(s) in Charge:	Carol Lill & Jeff Conner & Joe Halloran		
Destination:	DECA ICDC, Orlando, FL		
Trip Day(s)/Date(s):	Saturday, April 22- Wednesday April 26		
Competition	x Yes	No	
Overnight Trip:	x Yes	No	
In State	x Out of State	Out of Country	
Name Tour Company:			
Special Instructions (rain date, etc.):			
How is it related to curriculum:	Students will be competing in categories related to the curriculum of their business class		
Objectives of the proposed trip:	Students will be competing in areas of business related to curriculum and will compete students from across the USA and 7 other countries.		
Number of Pupils:	32	Total Passengers:	35
Per Pupil Cost:	1010.85		
Adult Chaperone to Student Ratio:	1 / 11	% of Eligible Students Going:	100%
Names of Teacher/Staff Chaperones:	Carol Lill, Jeff Conner, Joe Halloran		
Other Adult Chaperones:			
Nurses required on this trip:	Yes	x No	(refer to 121AG6)
Estimated Cost			
Substitute(s) Needed:	# Staff: 3	# Days: 3	Cost/Day: 202.13
	Total Cost: 1,819.17	%: 100%	Budget Code/Account/Project: 1-1110-000-20-40-222, 315
Agency Nurses Needed:			0.00
			100%
Name of Staff Member Driving Students:			
Mileage/Tolls: (if applicable)			
Hotel/Food/Airfare: (if applicable)	TEACHERS	(*See attached details)	5,395.58
			113200002004 222 580
Registration/Entrance Fee: (if applicable)		(\$120 x 3 chaperones)	360.00
			113200002004 222 811
Other Costs: *student costs- see attached			31,507.20
			50-000-222-018-222
Walking	Parent Provided Transportation	Public Transportation	
Bus	Van/Car Rental	Coach	
	# Vehicle	# Days	Cost/Vehicle
	Total Cost	%	Budget Code/Account/Project
Buses/Rentals/Coaches			
Rental Company/Carrier:			
Students Leaving From:	PHL airport april 22	at 5:30	x am pm
Students Returning To:	PHL airport april 26	at 1:00	am x pm
Request Drop off/Pick up (only if using Krapf):	Yes	No	Drop at: am pm
			Pick up at: am pm
What are the planned activities to assist students who require financial assistance:	tshirts sponsorships were sold this fall and school store funds can assist students.		
Additional Information (bus w/lift, star seat, ski boxes, special instructions)			
Total Cost of Trip:	\$ 39,081.95	Pupil Cost:	\$ 32,347.20
Other Funded:	\$ -	Total Cost to the District:	\$ 6,734.75
Requested By:	Carol Lill	Signature:	Carol Lill
		Date:	03/02/2023
Approval			
Principal	Approved		Date: 3/2/23
Supervisor	Approved		Date: 3/23/23
Director of: Elementary	Approved		Date: 3/23/23
Secondary	Approved		Date: 3/23/23
Pupil Services	Approved		Date: 3/23/23
Transportation:			
Schedule Dates:		Contractor:	
Krapf Costs:		Additional Costs:	
Spellman Office Only:	Overnight Trip will appear on the Board Consent Agenda.		

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015

REVISÉ: December 14, 2017

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

<input checked="" type="checkbox"/> Proposal		<input checked="" type="checkbox"/> New Trip Request		<input type="checkbox"/> Trip Revision Request		<input type="checkbox"/> Trip Cancellation Request	
School: <u>West Chester East High School</u>				Grade/Subject/Club: <u>Academic Team</u>			
Teacher(s) In Charge: <u>Brent Jones Nathan Schlamb</u>							
Destination: <u>501 n 3rd St Harrisburg PA (State Capital)</u>							
Trip Day(s)/Date(s): <u>04_27_23 pm-04_28_23</u>				Competition: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country				Name Tour Company: _____			
Special Instructions (rain date, etc.): _____							
How is it related to curriculum: <u>Fostering academic excellence between county rivals. Varsity State Championship</u>							
Objectives of the proposed trip: <u>Furthering educating and inspiring the team to achieve it's personal best.</u>							
Number of Pupils: <u>6</u>		Total Passengers: <u>8</u>		Per Pupil Cost: <u>0.00</u>			
Adult Chaperone to Student Ratio: <u>2</u> / <u>6</u>				% of Eligible Students Going: _____			
Names of Teacher/Staff Chaperones: <u>Brent Jones/Nathan Schlamb</u>							
~ Other Adult Chaperones: _____							
Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)							
Estimated Cost							
	# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project	
Substitute(s) Needed:	<u>2</u>	<u>1</u>	<u>159.31</u>	<u>318.62</u>		<u>1. 1110.000. 20. 40. 222</u>	
Agency Nurses Needed:			<u>0.00</u>	<u>0.00</u>			
Name of Staff Member Driving Students: <u>Nathan Schlamb</u>							
Mileage/Tolls: (if applicable) _____				<u>910.00</u>		<u>1. 3200.000. 21. 31. 222</u>	
Hotel/Food/Airfare: (if applicable) _____							
Registration/Entrance Fee: (if applicable) _____							
Other Costs: _____							
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation							
<input type="checkbox"/> Bus <input checked="" type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach							
	# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project	
Buses/Rentals/Coaches	<u>1</u>	<u>1</u>	<u>250.00</u>	<u>250.00</u>		<u>1. 3200.000. 21. 31. 222</u>	
~ Rental Company/Carrier: <u>Enterprise</u>							
Students Leaving From: <u>EHS</u>		at <u>4:00</u>		<input type="checkbox"/> am <input checked="" type="checkbox"/> pm			
Students Returning To: <u>EHS</u>		at <u>4:00</u>		<input type="checkbox"/> am <input checked="" type="checkbox"/> pm			
~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm							
Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm							
What are the planned activities to assist students who require financial assistance: _____							
Additional Information (bus w/lift, star seat, ski boxes, special instructions) _____							
Total Cost of Trip: \$ <u>1,478.62</u> Pupil Cost: \$ <u>-</u> Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>1,478.62</u>							
Requested By: <u>Nathan Schlamb</u>				Signature: <u>Nathan Schlamb</u>		Date: <u>04/04/2023</u>	
Approval							
Principal _____				Approved <u>[Signature]</u>		Date: <u>4/5/23</u>	
Supervisor _____				Approved <u>[Signature]</u>		Date: <u>4/5/2023</u>	
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services				Approved _____		Date: _____	
Transportation: _____				Contractor: _____		Date: _____	
Schedule Dates: _____							

04/24/2023 CONSENT AGENDA

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015

REVISED: October 13, 2022

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal <input checked="" type="checkbox"/> New Trip Request <input type="checkbox"/> Trip Revision Request <input type="checkbox"/> Trip Cancellation Request																						
School: <u>Henderson High School</u> Grade/Subject/Club: <u>Spanish Students in Grades 9-11 during the 2023-2024 school year</u>																						
Teacher(s) in Charge: <u>Kristal Moscharis & Marion Jackson</u>																						
Destination: <u>Ecuador</u>																						
Trip Day(s)/Date(s): <u>Wednesday June 19th, 2024- Friday June 28th, 2024</u> Competition <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																						
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In State <input type="checkbox"/> Out of State <input checked="" type="checkbox"/> Out of Country Name Tour Company: <u>Explorica</u>																						
Special Instructions (rain date, etc.): _____																						
How is it related to curriculum: <u>A trip to Ecuador allows students to experience the culture and language they have been learning in class.</u>																						
Objectives of the proposed trip: <u>Authentic experiences in the target language, culture, and global community.</u>																						
Number of Pupils: <u>24</u> Total Passengers: <u>28</u> Per Pupil Cost: <u>3,425.00</u>																						
Adult Chaperone to Student Ratio: <u>6 / 1</u> % of Eligible Students Going: <u>100.00%</u>																						
Names of Teacher/Staff Chaperones: <u>Kristal Moscharis, Marion Jackson</u>																						
~ Other Adult Chaperones: <u>To be added as needed to keep 1 to 6 ratio</u>																						
Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)																						
Estimated Cost																						
	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th># Staff</th> <th># Days</th> <th>Cost/Day</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td>Substitute(s) Needed:</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">202.13</td> <td style="text-align: center;">0.00</td> <td></td> <td></td> </tr> <tr> <td>Agency Nurses Needed:</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">0.00</td> <td></td> <td></td> </tr> </tbody> </table>		# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project	Substitute(s) Needed:	0	0	202.13	0.00			Agency Nurses Needed:	0	0	0.00	0.00		
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Agency Nurses Needed:	0	0	0.00	0.00																		
Name of Staff Member Driving Students: _____																						
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Hotel/Food/Airfare: (if applicable) _____																						
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Buses/Rentals/Coaches				0.00																		
~ Rental Company/Carrier: _____																						
Students Leaving From: <u>Philadelphia, PA</u> at <u>Airport</u> <input checked="" type="checkbox"/> am <input type="checkbox"/> pm																						
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Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm																						
What are the planned activities to assist students who require financial assistance:																						
<u>We will plan on some fundraising activities, but the cost of the trip is the students' responsibility.</u>																						
Additional Information (bus w/lift, star seat, ski boxes, special instructions)																						
Total Cost of Trip: \$ <u>3,425.00</u> Pupil Cost: \$ <u>3,425.00</u> Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>-</u>																						
Requested By: <u>Kristal Moscharis</u> Signature: <u>Kristal Moscharis</u> Date: <u>3/13/23</u>																						
Approval																						
Principal: _____ Approved: <u>[Signature]</u> Date: <u>3/13/23</u>																						
Supervisor: _____ Approved: <u>[Signature]</u> Date: <u>3/14/23</u>																						
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services Approved: <u>[Signature]</u> Date: <u>3/15/23</u>																						
Transportation: _____ Date: _____																						
Schedule Dates: _____ Contractor: _____																						

03/24/2013