



THE PUBLIC SCHOOLS OF BROOKLINE

OFFICE OF TEACHING AND LEARNING  
BROOKLINE, MASSACHUSETTS 02445

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BHS Rowing Training Trip  
Overnight, Out-of-State Field Trip Application  
Austin, Texas  
February 15 – February 22, 2019

For review and consideration by the  
Brookline School Committee

Approval Route:	Approved	Denied	*Returned
Copies to:			
TEACHING & LEARNING	<u>eej</u>	_____	_____
SUPERINTENDENT	_____	_____	_____
SCHOOL COMMITTEE	_____	_____	_____
MEETING DATE	_____	_____	_____
*REASON RETURNED:	_____	_____	_____

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APPLICATION FOR ALL OUT-OF-STATE, OVERNIGHT FIELD TRIPS

Before the trip is announced to students, please submit this form to the Superintendent of Schools:

(a) three (3) months in advance if the trip is within the United States, or

(b) six (6) months in advance if the trip is out-of-the country.

For clarity, all forms are to be word-processed, NOT handwritten. To maintain the formatting, delete the lines.

**TRIP LOGISTICS:**

1. Name of Field Trip: BHS Rowing Training Trip \_\_\_\_\_
2. Educator Requesting Field Trip Approval: Katy Ruderman, Head Rowing Coach and Pete Rittenburg,  
BHS Athletic Director \_\_\_\_\_
3. School: Brookline High School \_\_\_\_\_ Grade Level: 9-12 \_\_\_\_\_
4. Have you reviewed the *School Committee Policy I 3 a. for School Sponsored Field Trips*? Yes \_\_\_\_\_
5. Have you reviewed the document "*Administrative Procedures for School Sponsored Field Trips*"? Yes \_\_\_\_\_

*If you need copies of the documents for #4 and #5,  
contact the Office of Teaching and Learning at 617-730-2432.*

6. What is your destination? Austin, Texas \_\_\_\_\_
7. What is the date and time you are leaving school? Friday, February 15, 2019 8:00am \_\_\_\_\_
8. What is the date and time you are returning to school? Friday, February 22, 2018 10:00pm \_\_\_\_\_
9. Do the dates of the trip conflict with any religious holidays or observances? No \_\_\_\_\_
10. How many days will students miss from school? One \_\_\_\_\_
11. How are students being transported (school bus, chartered bus, plane, rail, etc)? We will be flying Southwest Airlines to and from Austin, Texas. While in Austin we will travel by coach or parent chaperone driven passenger vans. Any coach or parent who will be driving students will complete the "Transporting Students on a Field Trip" form.

*If students are traveling via bus, please complete the  
Requirements for Field Trip Transportation via Bus form.*

12. How many students will be participating in the field trip? 59 students will participate \_\_\_\_\_
13. What members of the student body are eligible for the trip? All members of the varsity and junior varsity candidates for rowing \_\_\_\_\_
14. How are students selected to participate in this field trip? Students are accepted based on their prior performance on the team \_\_\_\_\_

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15. Where will students be staying? Hampton Inn – Downtown/Convention Center 200 San Jacinto Blvd Austin, TX 78701 (512) 472-1500

16. What are the names and cell phone numbers of the primary staff chaperones on the trip?

Katy Ruderman (Head Boys Coach) 617-755-5289, Andy McLaughlin 603-252-5887 \_\_\_\_\_

17. Other than those listed in #16 above, what are the names and roles (teacher, parent, etc) of other adult chaperones who will be on the trip? Catie Szymanoski & Eddy Mog (assistant coaches), Kathy Gardner, Lisel Macenka, Shari Noe, Tanya Svetnik, (parent chaperones). All parent chaperones will be CORI'd.

\_\_\_\_\_

\_\_\_\_\_

### EDUCATIONAL RELEVANCE

18. What is the purpose of the trip and how does it relate to Brookline's Learning Expectations (K-8) or BHS Course Syllabi? This trip is pre-season training and condition trip to prepare the athletes for the coming season. Athletes will receive on-water technical training and conditioning. \_\_\_\_\_

\_\_\_\_\_

19. Describe activities planned before the trip to prepare students: Athletes will participate in indoor training and conditioning or other BHS winter sports. \_\_\_\_\_

20. Describe activities planned after the trip for students to wrap-up/reflect: After the trip coaches will make the team selection and athletes will prepare for spring competitions. . \_\_\_\_\_

### ACCESSIBILITY AND STUDENT SAFETY

21. To what extent does the field trip group reflect the diversity of the school population? What efforts will be undertaken to ensure that, to the greatest extent possible, the participants in this field trip reflect the diversity of the school population? The team is chosen by athletic tryouts. Among this year's group of 59 combined male and female participants, 74.6% self-identify as white and 25.4% self-identify as non-white or mixed race.

\_\_\_\_\_

22. What measures are planned to ensure student safety on the trip, including chaperone coverage, student behavior contracts, etc. The team has traveled to Austin, nine times. The facility references have been vetted through trusted sources local to Austin and other high school and collegiate rowing coaches.

\_\_\_\_\_

23. What is the name and location of the medical facility closest to your destination? Brackenridge Hospital, 601 East 15<sup>th</sup> Street, Austin, TX 78701 \_\_\_\_\_



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24. Will students be swimming? (please note: if swimming is planned, parents must give explicit written permission for their child to swim; students who do not have this express written permission will not be allowed to swim) Yes \_\_\_\_\_

25. If travelling outside of the United States, please attach the appropriate Department of State Advisory Review and Notification and a copy of Consular statement. N/A

**FUNDING**

26. What is the total cost of the trip? Please detail the major components of the trip below and provide a total. (add/edit headings as necessary)

Lodging	\$500
Travel	\$700
Meals	\$150
Equipment rental	\$200
<b>TOTAL:</b>	<b>\$1550</b>

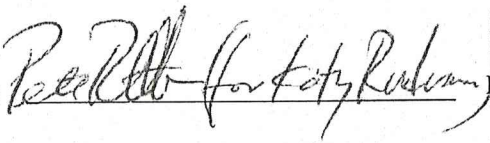
27. How will the field trip be funded? The trip is primarily self-funded by athletes and their families with some assistance from the Friends of Brookline Rowing parent group.

28. What accommodations are made for students who cannot afford the expenses of this trip? Are partial and/or full scholarships available? Scholarships are available from our general fundraising efforts through Friends of Brookline Rowing. Anyone requesting a scholarship is asked to name a figure they can afford and the rest of the cost is taken care of.

29. If fundraisers are planned to help lower the cost of the trip for all students, please describe those plans here: See above.

*If you need any assistance as you complete this application,  
please contact the Office of Teaching and Learning at 617-730-2432.*

**Signatures:**

Educator Requesting Field Trip Approval:  Date: 12/21/18

Principal:  Date: 12/21/18