



THE PUBLIC SCHOOLS OF BROOKLINE

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Steps to Success Winter Exploration Trip 2023

Overnight, Out-of-State Field Trip Application

AMC Highland Center and Bretton Woods

New Hampshire

February 21, 2023 – February 23, 2023

For review and consideration by the

Brookline School Committee

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

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

TRIP LOGISTICS:

1. Name of Field Trip: **Steps to Success Winter Exploration Trip 2023**
2. Educator Requesting Field Trip Approval: **James T Lenocho, PSB STS Advisor, FRR School and David Lamour, PSB STS Advisor Lawrence School**
3. School: **STS District Wide Trip** Grade Level: **Middle School** STS Students: **Grades 6-8**
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**
6. Have you reviewed the document "*Field Trip Planning Guide*"? **YES**
These documents can be found in the Staff Portal of the district website (www.brookline.k12.ma.us) in the Office of Teaching and Learning link.
7. What is your destination? **AMC Highland Center and Bretton Woods, New Hampshire**
8. What is the date and time you are leaving school? **Departing at 8AM February 21, 2023 (student pick-up begins at 8am on this date)**
9. What is the date and time you are returning to school? **Returning around 5PM on February 23, 2023**
10. Do the dates of the trip conflict with any religious holidays or observances? **NO. This trip take place during Feb Break 20223**
11. How many days will students miss from school? **The STS WE2023 takes place during Winter Break in February 2023 break thus students will not miss any school days**
12. How are students being transported (school bus, chartered bus, plane, rail, etc)? **STS has reserved the BHS Bus for the WE2023 trip**

If students are traveling via bus, please complete the Requirements for Field Trip Transportation via Bus form.
13. How many students will be participating in the field trip? **10 STS students from across the district will be invited to participate in WE2023**
14. What members of the student body are eligible for the trip? **Students that are active in STS and eligible for programming in grades 6-8 will be eligible for the WE2023 trip**
15. How are students selected to participate in this field trip? **Elementary/Middle School STS Advisors will decide on the students who are participating in STS; what students want to attend and have not previously attended one of the past STS Outdoor Exploration trips**

16. Where will students be staying? **STS staff and students will be staying at the Shapleigh Bunkhouse at the AMC Highland Center in Bretton Woods, NH. The Shapleigh Bunkhouse is separate from the AMC Highland Center. Please see the following links for more information.**

- <https://sectionhiker.com/shapleigh-bunk-house-in-crawford-notch/>
- <https://www.outdoors.org/destinations/massachusetts-and-new-hampshire/shapleigh-bunkhouse/>

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

- **James T. Lench:**
- **David Lamour:**

18. 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?

2 STS PSB Advisor and 1 STS Inc. staff on the WE2023 trip

EDUCATIONAL RELEVANCE

19. 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 designed for team and community building and for students to learn and practice their expedition behavior and wilderness skills. In addition, students will learn how to Nordic ski, snowshoe, and how to stay safe and have fun while on winter day hikes.

20. Describe activities planned before the trip to prepare students:

Students are expected to attend a mandatory pre-trip meeting to review the trip, understand the plan, and understand the gear necessary to use during the trip. Parents are encouraged to attend but it is not mandatory.

21. Describe activities planned after the trip for students to wrap-up/reflect:

Please see the attached WE 2023 trip agenda.

ACCESSIBILITY AND STUDENT SAFETY

22. 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? Please confirm in your answer that students are selected for the trip on a need-blind basis and that the trip will be advertised to students as need-blind, so that it is accessible to all students.

The STS WE 2023 trip will represent the diversity of the STS student population. The PSB STS Elementary/Middle Advisor team offers STS students 6-8 who have not participated in an Outdoor Exploration trip the opportunity to join the trip. In order for students to take part in the STS WE 2023 opportunity, they need to be active in STS, they need to demonstrate that they can be safe and follow all rules and guidelines of the Public Schools of Brookline and STS.

23. What measures are planned to ensure student safety on the trip, including chaperone coverage, student behavior contracts, etc.

Students and parents are invited to a pre-trip meeting (mandatory for students who will attend the trip.) As a group we create a Full Values Contract that each student/staff will maintain throughout WE 2023; there will be 1 Advisor for 3 students. We review all the equipment we will use. Through a powerpoint presentation, students will learn where they are going in New Hampshire, where they will be staying, and what weather to possibly expect. Parents/Students are given an opportunity to ask any questions. We also get students' sizes for the equipment. James T Lenocho (STS/PSB Advisor) is certified in Advanced Wilderness First Aid, which he is recertified every two years (last renewed 04/30/2022) . In addition, STS developed an emergency action plan for outdoor exploration trips. Finally, each student and their parent/guardian sign a behavior expectation contract, which adheres to the PSB behavioral expectations and STS expectations on overnight and out-of-state trips.

24. What is the name and location of the medical facility closest to your destination?

**Littleton Regional Healthcare
Emergency Room
600 St. Johnsbury Road
Littleton, NH 03561
Phone: 800-464-7731**

25. 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)

There will be no swimming.

26. If traveling outside of the United States, please attach the appropriate Department of State Advisory Review and Notification and a copy of the Consular statement. **NA**

FUNDING

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

Lodging: Includes 2 breakfast and 2 dinners	\$480.00
Travel:	\$100.00 gas
Meals: 3 lunches and snacks for the trail	\$220.00
Admissions/Tickets	\$60.00 for trail passes at the Bretton Woods Nordic Center
TOTAL per student:	No cost for students

28. How will the field trip be funded?

Steps to Success Inc will fund the Winter Exploration 2023 trip. All equipment needed (except for Nordic Trail Passes) is borrowed from the Appalachian Mountain Club's Outdoor Educators/Youth Opportunities Program at no cost. Cost for the three days, including 2 meals a day, is available to STS at a 80% discount per person. As an Appalachian Mountain Club Outdoor Educators Instructor and volunteer for the AMC Outdoor Educators Program, we receive this incredible discount.

29. What accommodations are made for students who cannot afford the expenses of this trip? Are partial and/or full scholarships available?

There is no cost for students.

30. If fundraisers are planned to help lower the cost of the trip for all students, please describe those plans here: **N/A**

Attached: WE2023 Trip Agenda