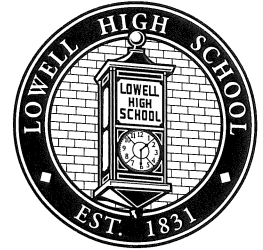


LOWELL PUBLIC SCHOOLS

Lowell High School
50 Fr. Morissette Blvd.
Lowell, Massachusetts 01852-1050



Marianne E. Busteed
Head of School

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Dr. Salah Khelifaoui, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

January 22, 2018

Re: Paris, Normandy and London Field Trip February 2019

Dear Dr. Khelifaoui:

I would like to request permission for 18 – 24 students and three chaperones, Tom Thornton, Stephen Gervais and Margaret Kennedy, all Lowell High School staff to travel to France and England during the February school vacation 2019. Travel will be from Friday, February 15th and return on Saturday, February 23rd, 2019. Students will miss 1 day of school, Friday February 15th. In order to keep costs at a minimum for students traveling, we have elected to travel during the “off season” which forces the 8 day trip to overlap with one day of school. There will be no cost to the Lowell High School individual account or the School Department.

This trip will be coordinated with the assistance of EF Educational Tours, an accredited travel group located in Boston, MA. This organization comes highly recommended as they have been working with student travel for over 30 years.

Each student traveling will incur the total cost of the trip. The itemized costs are:

Program Price: \$3080.00

Monthly Installment: \$220.00 / per month

Included in the cost: round trip airfare, all ground transportation, sightseeing tours and site visits, all hotels, breakfast, lunch and dinner daily and a full time multi-lingual tour director.

This trip is in accordance with the Massachusetts State Curriculum Frameworks under the following standards:

- Culture. Students will demonstrate an understanding of the culture studied through history, literature, and the arts.
- Analyze how German aggression in Europe and Japanese aggression in Asia contributed to the start of World War II and summarize the major battles and events of the war. On a map of the world, locate the Allied powers (Britain, France, the Soviet Union, and the United States) and Axis powers (Germany, Italy, and Japan).
- World History. Students will be able to explain the impact of various social and political reforms and reform movements in Europe.

Thank you in advance for your consideration and support.

Sincerely,

Maryanne E. Busteed
Head of Lowell High School

MEB/cms

Lowell High School Field Trip Request Form
(Must be turned in 4 Weeks in advance)

A trip is considered an official Lowell High School Field Trip when it is connected to any LHS class, student activity, club, sport or special program whether they occur on a school day or on a weekend.

A field trip form MUST be filed with the Main Office for the Head of School's signature 4 (four) weeks prior to the event. The Head of School's signature is required for ALL trips. Keep a copy of this request for your files.

Name: Thomas Thurston Date: 01/19/18
Name and cell phone of staff member on trip: 508-783-7035

Date(s) of the trip: Fri. 2/15/19 - 2/23/19 Sat
(day and date)

Hours: Leaving: 2/15 5 PM Returning: 2/23 7 PM

Number of Students: 18-24 Number of Chaperones: 3

Description of Field Trip: Europe - France + London
(Paris, Normandy & London)

Type & Number of Vehicles: 0 Approximate Mileage: _____

Charges to Student (per person)

Charges to School Department

Transportation: _____

Transportation: _____

Entry Fees: included in price 3080.00

Entry Fees: _____

Meals: _____

Meals: _____

How many substitute teachers are you requesting? 0

____ Full Day OR ____ Specific mods _____
(list all mods needing coverage)

You are required to meet the following conditions:

- Obtain parental and teacher permission
- Notify House Dean of students attending
- Meet all requirements of the field trip site
- File a post-trip report to the Head of School if requested
- Arrange for students to be returned to LHS or home

Reviewed by:
Department Head: [Signature] stufet

Date: 1/29/18

Approved by:
Head of School: [Signature]

Date: 1-22-18 [Signature]

Lowell Public Schools:
OVERNIGHT FIELD TRIP CHECKLIST

The School Committee recognizes that first-hand learning experiences provided by field trips are a most effective and worthwhile means of learning. It is the desire of the Committee to encourage field trips as an integral part of the program of the schools.

Specific guidelines and appropriate administrative procedures shall be developed to screen, approve and evaluate trips and to ensure that all reasonable steps are taken for the safety of the participants. These guidelines and appropriate administrative procedures shall ensure that all field trips have the approval of the Head of School and that all overnight trips have the prior approval of appropriate Administrative level.

Approval of the School Committee must be granted prior to money being collected, arrangements being made, or parental consent being issued for all overnight field trips.

The following guidelines are set to implement the planning of field trips as part of, and directly related to, classroom learning activities. All guidelines must be included in the request.

- The application for approval for an overnight field trip which requires students to miss a day or more of school must include written justification from the teacher proposing the trip.
- The application for approval for an overnight field trip which requires students to miss a day or more of school must include a written statement of the learning standards the trip will address.
- The application for approval for an overnight field trip must include an itemization of all costs associated with the trip and the funding source.
- All proposed field trips must have the approval of the school building administrator.
- All day trips must be within budgetary allotments for such purpose and be approved by the superintendent. Any trip, for which there is no budget allotment, must have advance approval of the School Committee.
- Each student who goes on a field trip must have written parental permission.
- Enough supervision must be provided so that discipline on the trip is effective.
- All trips must be well planned, properly timed, and related to regular learning activities.
- All Chaperones/other adults **MUST** be corried. Please list chaperones that are attending:
Margaret Kennedy, Stephen Gervais,
Tom Thornton

Signature of Head of School: [Signature] Date: 1-29-18
Signature of Central Administrator: [Signature] Date: 1/29/18

[Signature]