

**Board Policy #C500 - FIELD AND OTHER
CORPORATION-SPONSORED TRIPS
OUT OF STATE/OVERNIGHT FIELD TRIP REQUEST**



CHECKLIST

WHO:

- Approximately 182 students
- 12 Staff Chaperones and 30 parent chaperones

WHAT:

- 8th grade Washington, D.C. trip

WHEN:

- Date of event: May 4, 2022 - May 7, 2022
- Start/end time of event:
 - student drop off at MVMS at 5:00 AM on Wednesday, May 4, 2022
 - pick up at 11:00 PM on Saturday, May 7, 2022

WHERE:

- Washington, D.C.
- Gettysburg
- Parent drop off: parents pick up from south parking lot and sign in students in gymnasium
- Parent pick-up: parents pick up from south parking lot

CHAPERONES:

- Parents: 30 parent chaperones
- Teachers: 12 Staff Chaperones*

**all chaperones will have a background check on file with MVCSC prior to departure or will be deemed ineligible to attend the trip*

TOUR GROUP:

- Imperial Travel, 2150 Sagamore Pkwy, Lafayette, IN 47904 (765) 447-9321

TRANSPORTATION:

- Transportation will be via motorcoach provided by Imperial Travel

COST:

Cost

- Quad occupancy: \$800
- Triple occupancy: 840
- Double occupancy: \$960
- Single occupancy: \$1,220

Cancellation and refunds

- If MV cancels the trip between October 29, 2021 - January 4, 2022, trip customers will split the cost of \$13,110 hotel fee. Based upon 140 paid trips this would equate to approximately \$95.
- If MV cancels the trip January 5, 2022 or after, trip customers will split the cost of \$17,480 hotel fee. Based upon 140 paid trips this would equate to approximately \$125.
- If MV cancels the trip within 15 days of the trip, costs could increase significantly due to other vendors charges
- If the trip is cancelled for travel restricted reasons in the DC area, the hotel would waive these costs.
- Individuals who reserve a seat and choose not to travel will forfeit their payments should the trip be taken by the rest of the group.

WHY:

- Destinations on the Washington, DC and Gettysburg trip align with 8th grade social studies standards.

HEALTH, SAFETY, AND SUPERVISION PROVISIONS:

*** All COVID-specific plans will be fully determined 2 week prior to the trip with the most recent guidance from MVCSC and Hancock County Health Department**

Masks

- Masks will be required by all for travel on the bus as required by federal guidelines
- Masks will not be required for vaccinated individuals in places not on the bus or not required
- Masks for unvaccinated individuals being encouraged, but required at certain times
- Masks will be required for all at all sites that require them

Volunteers

- Building administrators will submit a complete list of volunteers' 48hrs prior to the health clinic.
- Will be required to complete the MVCSC School Visitor Intake Form.
- Will be required to sign in to the Lobby Guard.
- Will be required to wear a mask when around children who are not their own
- Be willing to have their temperature taken upon entering the building (health clinic to administer).
- Stay home if anyone in their home has COVID-19 symptoms, has received a positive diagnosis or has a shared household member in quarantine.
- Should not volunteer for any activity if in the last 14 days you have:
 - Travel to any foreign country or large metropolitan city
 - Been on a cruise or been in an airport
 - Been around anyone who has COVID-19

Other Safety Protocols

- A rooming list will be shared at least 5 days prior to the trip
- A bus seating chart will be shared at least 5 days prior to the trip
- Students only room with students, parents only room with parents, school staff only room with school staff
- Plan subject to change based upon change in health guidelines
- Security will be provided in the hotels

Medical Releases/Parent Permission on File

- All parents will sign medical releases and health information will be collected

TRIP ITINERARY:

**Washington DC
8th Grade Class Trip
May 4-7, 2022**

WEDNESDAY, May 4, 2022

TBA Buses stage at school for loading

TBA Departure for Washington DC.

St. Clairsville, OH – Included box lunch from Chick-fil-A.

Embassy Suites by Hilton Crystal City – 703-979-9799 1300 Jefferson Davis Hwy, Arlington, VA

Included Pizza dinner at the hotel.

No outside food or drinks can be brought into the meeting space.
There will be a \$5,000.00 penalty for violation.

7:00PM Guides will meet groups at the hotel.

THURSDAY, May 5, 2022

Breakfast is included at the hotel.

Scheduled House Tour. Tour times TBA.

Red meal pass included for lunch at Mt. Vernon Food Court.

TBA Depart Mt. Vernon.

4:15PM Included dinner at Hard Rock Café.

7:00PM Guides will meet groups.

FRIDAY, May 6, 2022

Breakfast is included at the hotel.

8:30AM Meet your step on guides at your hotel. Enjoy a full day of touring.

Lunch vouchers included for Pentagon City Mall.

4:30PM Drop off guide.

7:00PM Arrive at Buca Di Beppo for your included dinner.

SATURDAY, May 7, 2022

Breakfast is included at the hotel.

- 8:00AM Prompt departure for Gettysburg, PA
- 9:30AM Approximate arrival.
- 10:00AM Tour of battlefield with guide.
- 12:30PM Depart for Home. A box lunch is included.
Stop en route for dinner on your own
- 11:00PM Arrival at MVMS