

**Board Policy #2340**  
**FIELD AND OTHER CORPORATION-SPONSORED TRIPS**  
**OUT OF STATE/OVERNIGHT FIELD TRIP REQUEST**



**WHO:** MVMS 8<sup>th</sup> Grade Students

**WHAT:** Class Trip

**WHEN:** May 8-11, 2024

**CHAPERONES:** Washington, D.C. and Gettysburg, PA

- Number of participants: Approximately 130 students and 20 parents
- Number of staff working event: 12

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

**TOUR DIRECTOR:** Imperial Travel

**TRANSPORTATION:** Motor Coach

**LODGING:**

DoubleTree - Crystal City  
300 Army Navy Dr.  
Arlington, VA 22202  
(703) 416-4100

**COST:**

- \$900.00/person based on quad occupancy of room. \$975.00/person based on triple occupancy of room. \$1,130.00/person based on double occupancy of room. (1) comp.

for every 25 paid. All based on a minimum of 50 people per motorcoach and (2) 56 passenger coaches and (1) 52 passenger coach

- \$225.00/person deposit due by November 3, 2023
- There will be a \$200.00 per motorcoach fully refundable damage/cleaning deposit. This amount will be refunded after the trip provided there is no extensive cleaning required or any damages. Deposit due November 3, 2023
- Full payment (which will include other items such as group t-shirts, tips for guides, etc.) due by March 8, 2024
- Rooming list to be sent by April 5, 2024
- Hotel room reduction must be made by April 5, 2024 to avoid any charges.
- Cancellation fees apply is cancel the entire block of rooms - from 30 days to arrival day - \$680.00 per room cancellation fee applies
- Cancellation penalties begin 30 days prior to the trip