



MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL

1299 BRYANT AVE., MOUNTAIN VIEW, CA 94040-4599

OVERNIGHT CURRICULAR OR COCURRICULAR TRIP REQUEST

Requested by: Lauren Kato Department: Performing Arts

School: [X] Mountain View HS [] Los Altos HS [] Alta Vista HS

Destination (out of state trips require Board approval): New York, NY

Mode of Transportation: [X] Air [] District Bus/Van [] Chartered Bus [] Car [] Other

Date and Time of Departure: 2/18/23 @ 7:15am Date and Time of Return: 2/25/23 @ 8:43pm

Number of instructional days that students will be missing: 0

What provision has been made for students to make up missed classes and assignments? N/A

Number of Participants: 44 students 37 parents 6 teachers 1 others

Objectives of the Trip (educational value): Dance Immersion in NYC. Take classes amongst professionals, attend 5 shows, 9/11 Memorial, etc.

Total cost of trip per student (include all expenses): \$ 3350

Fund raising activities and amount you expect to raise to offset cost to students (Please show by how much your fund raising will reduce the expenses per student): Students will participate in the choir dept.'s poinsettia fundraiser to sell/raise as much as possible.

Amount student is expected to pay from personal sources after applying fund raising share: \$

NOTE: No student can be excluded from a trip because of inability to pay. What arrangements will be made to subsidize the student? Extra 1 comped trip + scholarship money from dance account

Facilities for lodging (if a hotel, name and address): Row NYC 700 8th Ave, New York, NY 10036

Names of trip supervisor(s): Lauren Kato, Leo Paolo Leal (Ilustrado, LLC)

Number of substitutes needed (Personnel must be notified if trip/substitutes are cancelled): 0

Department Coordinator's Signature

8/22/2022 Date

THIS SECTION TO BE COMPLETED BY PRINCIPAL'S OFFICE AND EDUCATIONAL SERVICES DEPARTMENT

Table with 4 columns: Received, Progress, Completed, N/A. Rows for Parental Permission, Field Trip Agreement, Emergency Medical Treatment Card, Field Trip Checklist, Volunteer Driver.

Approved By: [Signature] 8/22/22 Date
[Signature] 11-16-22 Associate Superintendent's Signature Date



Mountain View-Los Altos Union High School District
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FIELD TRIP CHECKLIST

Teacher Name: Lauren Kato Representing which Class or Group? Adv. Jazz Dance Class
 Purpose of Trip: Dance Immersion Experience
 Proposed Date of Trip: 2/18-25, 2023 Departure Time: 2/18 @ 7:15am Return Time: 2/25 @ 8:43pm
 Number of Students: 37 Cost of Trip per student: \$3350

DAY TRIPS

This form must be completed a full two weeks prior to the departure of the field trip. Completed forms must be returned to the principal's administrative assistant for the principal's review prior to placement on the field trip calendar.

- Attach a copy of the Parental Permission for Field Trip form that you will distribute to students with the information box completely filled out.
- Number of Chaperones: _____

OVERNIGHT TRIPS:

Overnight trips must be filed with the principal's office at least **two weeks prior** to the commencement of the trip and approved by the principal and the Associate Superintendent of Educational Services. Out-of-state and out-of-country trips require School Board approval and must be submitted to the Board of Trustees a minimum of **six months prior** to the departure date.

- Complete the *Overnight Curricular or Co-Curricular Trip Request* form and turn it in with this application. Be sure to check the "Forms Completed" boxes.
- Number of Chaperones: 7 (Overnight trips with students of mixed gender must have at least one chaperone of each gender.)

TRANSPORTATION: Check the box indicating that you have completed the appropriate forms.

- Traveling by private vehicle*
 - Drivers must complete the personal auto insurance verification form, "Volunteer Driver – Application for Approval"
 - Parents of students being transported must complete the appropriate permission forms
- Transportation Request* (if traveling by bus)
- Transportation costs will be covered by: Student Costs

FIELD TRIP ROSTER:

- Field trip rosters must be submitted to the Attendance Office at least two days prior to departure with parental permission forms attached. (Checking this box indicates your assurance that this step will be completed.)

Teacher submitting roster: Lauren Kato Date: Feb 15, 2023

MEETING WITH STUDENTS:

- A meeting with students, chaperones, and parents is required for Overnight and Out-of-state trips only. Checking this box indicates that meeting was held, or is scheduled to be held and an administrator has, or will be present. (Please keep a sign-in sheet for your records.)

Date of meeting: 1/19/2023

FIELD TRIP AGREEMENT FOR CHAPERONES:

- Checking this box verifies that the staff member responsible for this trip has collected signed and dated chaperone agreements from every adult who is accompanying the students on this trip.

Reviewed by: [Signature]
 (Principal)

Date: 8/22/22



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PARENTAL PERMISSION for FIELD TRIP

- Day Trip only
Overnight Trip
Out-of-State Trip

Permission for your son/daughter to participate in a field trip is requested. The pertinent information is as follows:

School: Mountain View High School
Class: Advanced Jazz Dance Class
Teacher: Lauren Kato
Destination of field trip: New York, New York
Purpose: Dance Immersion in NYC
Date and time of departure: February 18 (7:15am)-February 25 (8:43pm), 2023
Number of students who will attend: 37
Mode of transportation: Airplane (Delta Airlines)
Nature of lodging: Hotel: Row NYC (700 8th Ave, New York, NY 10036)
Cost to each student: \$3350 Purpose: Flights, Hotel, 3 Broadway Shows, Classes, Group Meal
Names of supervisors: Lauren Kato

NOTE: In the event of a trip delay due to unforeseen circumstances, e.g. natural disasters, the district is not liable to pay the additional room, board and transportation costs associated with a prolonged stay overseas or out of state. Parents are highly encouraged to purchase Travel Insurance to prepare for the possible, though unlikely occurrence of such an event. In the absence of such insurance, parents are fully liable for any additional expenses.

X -----

I give my permission for my son/daughter to attend the field trip described above. I furthermore authorize the supervisor to take responsibility for securing emergency first aid or medical aid if either is required by my son/daughter. I have read the Code of Conduct printed on the back of this form, and discussed behavioral expectations and the consequences for not meeting those expectations with my student.

X (Parent/Guardian's signature)

X (Student's signature)

NOTE: If district-owned transportation is being used, the school district's insurance policy covers bodily injury and property damage liability. All drivers of non-district owned vehicles are asked to furnish evidence of automobile insurance liability coverage.

(over)

Code of Conduct:

Participation in a school sanctioned field trip is a privilege. There are standards for behavior that will be upheld at all times. Adults will adhere to the same expectations as the students.

All policies of the Mountain View-Los Altos Union High School District will be in effect for the duration of the field trip.

2. Gracious, courteous and respectful behavior is expected from all at all times.

Students must remain in the presence of adult supervision at all times unless explicit consent has been given by an adult supervisor.

Sleeping arrangements will be based on gender specific rooms. One male and one female may not be alone in any room at any time.

5. Students must follow directions and instructions from chaperones without fail.

6. Drugs, alcohol and tobacco are absolutely prohibited. Choosing to bring, consume or be in the presence of others who are consuming, will lead to suspension and/or expulsion as well as immediate termination of the field trip privilege. **Consequences will be applied regardless of whether you are bringing or consuming alcohol, tobacco, or drugs, or are associating with, or are in the presence of others who are consuming.**

If a student is discovered to be in violation of any part of the code of conduct, he or she will be sent home immediately at the expense of the parents.

Other consequences for violation of the Code of Conduct may include:

Suspension, expulsion, transfer to an alternative program; removal from leadership position; exclusion from participation in senior activities and/or graduation ceremony; exclusion from participation in future co-curricular activities or field trips for graduated number of events ranging from one contest, performance or event to exclusion for a season, a year or the remainder of the student's high school career; suspension of the privilege for the team or group to go on future fieldtrips.

MVHS DANCE SPECTRUM
FEBRUARY 18 – 25, 2023
NYC Tentative Itinerary

DAY 1 – SAT, February 18, 2023

*please arrive 2 hours before your flight departure

7:15 AM	Departure to NYC	San Francisco International Airport SFO – JFK Alaska Airlines AS 1022
3:49 PM	ETA in NYC	JFK International Airport
4:30 PM	Bus Transfer to NYC Hotel	Academy Bus
5:30 PM	ETA at the Hotel	Crowne Plaza Times Square Broadway/48
	Bag drop – walk to dinner	5 blocks and 7 min.
6:00 – 7:00 PM	Welcome Dinner	St. John’s Pizzeria – 44 th / 8 th Ave.
7:15 PM	Subway to Joyce Theater	15-min subway ride (C/E train)
8:00 PM	Dance Concert	Joyce Theater – Hubbard Street Dance Chicago
9:30 PM	Go back to the hotel via Subway	
10:00 PM	Goodnight!	

DAY 2 – SUN, February 19, 2023

8:00 AM	Continental Breakfast at the hotel	
9:00 AM	Go to STEPS Dance studios by subway (1 st class starts at 10:30 AM)	1 train
	Lunch on your own	
All Day	STEPS Dance Classes Dinner on your own	STEPS on Broadway – 74 th / Broadway

DAY 3 – MON, February 20, 2023

8:00 AM	Continental Breakfast at the hotel	
All Day	Free for All Dance Classes Lunch on your own Walk to BDC from the hotel Dinner on your own	Broadway Dance Center – 45 th / Broadway 4 blocks and 7 min.

DAY 4 – TUE, February 21, 2023

10:00 AM	Continental Breakfast at the hotel	
11:00 AM	Groups Leave via subway	
11:45 AM	Proposed Juilliard School Campus Tour	The Juilliard School – 65 th / Broadway (1 train)
	Proposed NYU Tisch School of the Arts tour	Broadway / Waverly (R/W train)
	Lunch on your own	Maybe Grand Central Terminal
2:30 – 5:00 PM	Walk to MoMA from GCT Museum of Modern Art	8 blocks and 14-min MoMA – 53 rd / 6 th Ave.
	Go back to the hotel	
	Dinner on your own	
6:30 PM	Leave for Lincoln Center by subway	1 train
7:30 PM	NYC Ballet performance	David H. Koch Theater – Lincoln Center 62 nd / Broadway
10:00 PM	Go back to the hotel Goodnight!	

DAY 5 – WED, February 22, 2023

7:30 AM	Continental Breakfast at the hotel	
8:30 AM	Walk to dance classes	6 blocks & 1 avenue - 12min.
9:00 AM	Group Dance Classes	Alvin Ailey Dance Studio – 55 th / 9 th
	Lunch on your own	
4:00 PM	Dance classes end Go back to the hotel	
4:45 PM	Walk to restaurant	5 blocks and 6 mins.
5:00 – 6:30 PM	Group Dinner	Virgil's BBQ – 44 th St.
	Walk to theater	4 blocks and 6 mins.
7:30 PM	Broadway Show – Hadestown	Walter Kerr Theater – 48 th / Broadway
10:00 PM	Walk back to the hotel Goodnight!	Across the street

DAY 6 – THU, February 23, 2023

8:00 AM	Continental Breakfast at the hotel	
9:00 AM	Leave for downtown by subway	E train – 30 mins.
10:00 AM	One World Observatory	Financial Center / World Trade Center
11:00 AM – 12:00 PM	Grab & Go Lunch	TBD
12:30 – 3:00 PM	9/11 Memorial and Museum	9/11 Memorial
	Go back to the hotel by subway	E train
	Walk to restaurant	2 blocks and 2 mins.
5:00 – 6:30 PM	Group Dinner	Ellen's Stardust Diner – 51 st / Broadway
7:00 PM	Broadway Show – Wicked	Gershwin Theater – 51 st St. / 1 min walk
10:00 PM	Walk back to the hotel Goodnight!	

DAY 7 – FRI, February 24, 2023

9:00 AM	Continental Breakfast at the hotel	
10:00 AM	Walk to Rockefeller Center	6-min. walk, 1 Avenue
10:30 AM – 12:00 PM	Radio City Music Hall Tour	Radio City Music Hall – 50 th / 6 th Ave.
1:00 – 2:00 PM	Group Lunch	TBD
2:30 – 3:30 PM	Ice Skating at The Rink	Rockefeller Center – 2-min. walk
4:00 PM	Go back to the hotel	6-min walk from Rockefeller Center
5:15 PM	Walk to the restaurant	6-min walk from the hotel
5:30 – 6:30 PM	Group Dinner	Carmine’s Restaurant – 44 th / 7 th Ave.
7:00 PM	Broadway Show – Moulin Rouge	Al Hirschfield Theater – 45 th / 8 th Ave. 1 block / 4-min walk from restaurant
9:30 PM	Go back to the hotel Goodnight!	

DAY 8 – SAT, February 25, 2023

Free Morning	Continental Breakfast at the hotel	
12:30 PM	Check-out	
1:00 PM	Bus pick-up from hotel to the airport	Academy Bus
2:00 PM	ETA at the airport	JFK International Airport
4:55 PM	Departure for SFO	
8:43 PM	ETA at SFO Home sweet Home!	SFO International Airport