MEMO TO THE RSD17 BOARD OF EDUCATION

To: The RSD17 Board of Education

Date: March 20, 2025

Submitted for Board meeting dated: April 22, 2025

Re: HKMS Washington D.C. Trip

Purpose of the memo: Board Action - Requested Approval of Field Trip
Board member moves to approve the Washington DC trip for 8th graders in May 2026.

Executive Summary:

HKMS is excited to plan an enriching, three-day (two-night) field trip to Washington, D.C. We request BOE approval for the trip, which will take place in May of 2026.

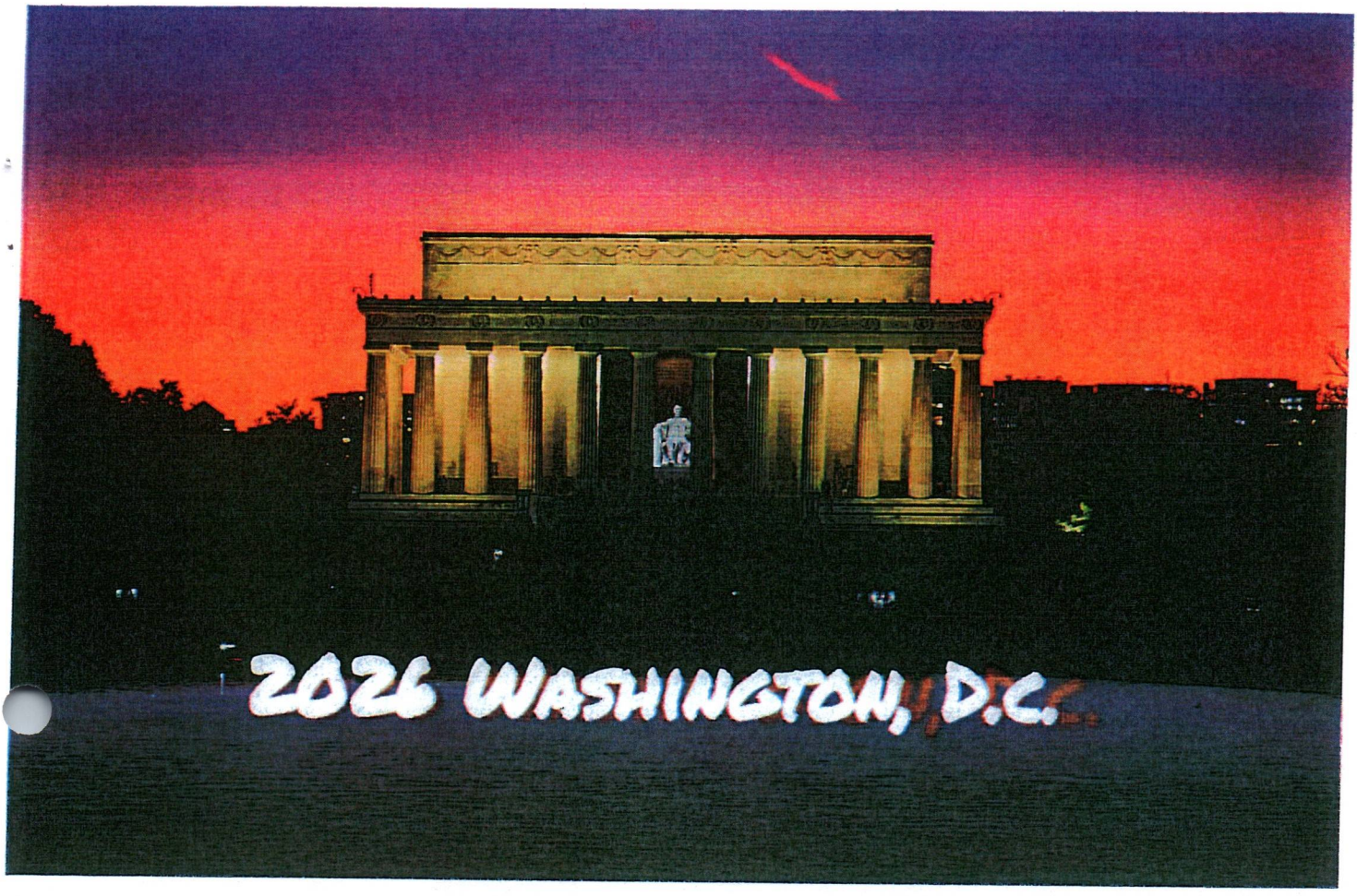
The Washington, DC, trip provides a unique and immersive educational experience, allowing students to engage firsthand with historical sites, monuments, and national institutions. Highlights of the tour include guided visits to the U.S. Capitol, Arlington National Cemetery, the Holocaust Museum, the Library of Congress, Mount Vernon, Smithsonian Museums, and an Alexandria Ghost Tour. These experiences deepen students' understanding of U.S. history, civic engagement, and cultural heritage.

Tour Inclusions:
The Washington, DC, trip includes the following:

- Round-trip transportation via deluxe motor coach
- All admissions, fees, and hotel accommodations with night security
- Comprehensive meal plan
- Licensed tour guides and on-site staff support: as well as safety
- Safety provisions including a 24-hour emergency hotline, lanyards, wristbands, luggage tags, and accident/illness coverage
- Security Staff per bus.
- Access to all tour sites, monuments, and museums listed in the itinerary

Cost (Approximate): $869 per student, financial assistance available upon need

Enclosures: Field Trip Form Washington DC Proposal



Proposal Prepared for:
Haddam-Killingworth Middle School

PREPARED BY:

Meghan Beardsley

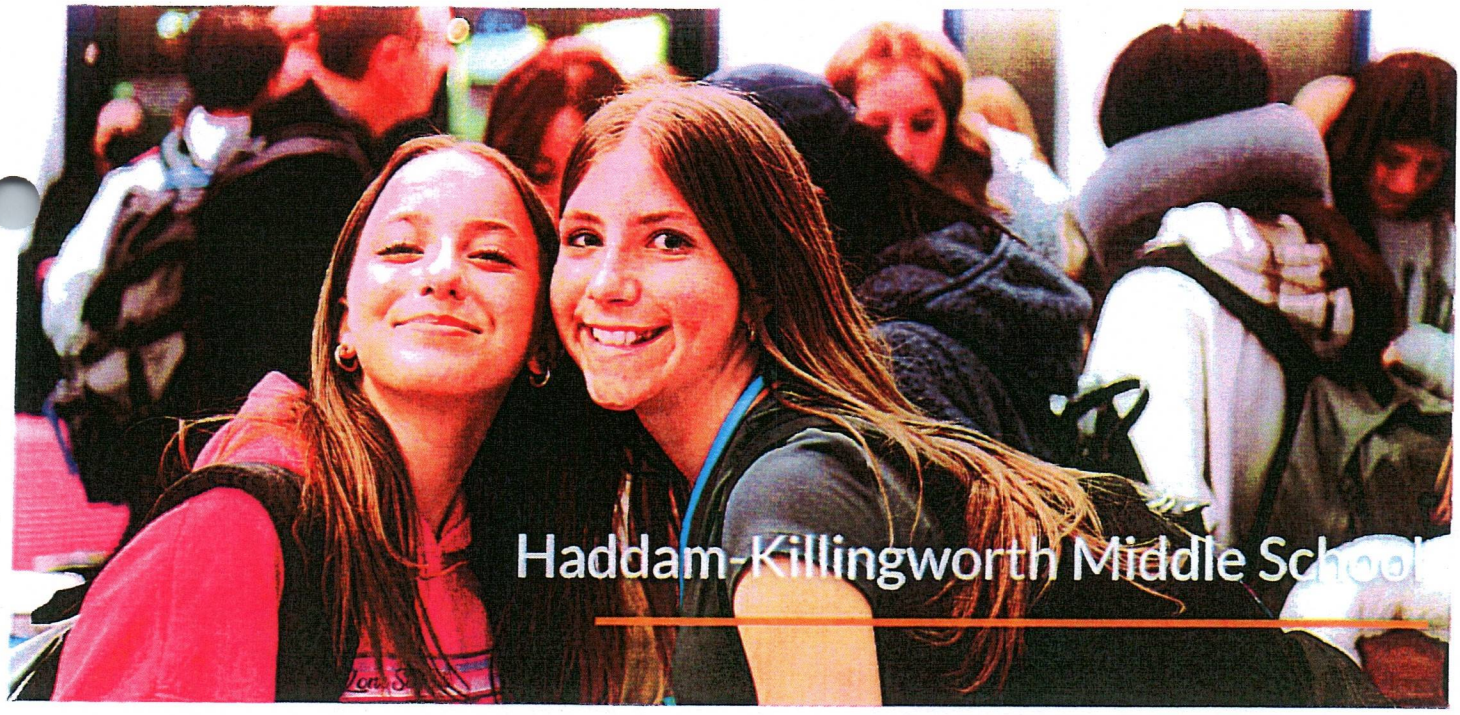
PRESENTED TO:

Kerry Geoghegan

This proposal was crafted and customized for your group's specific needs. We thank you for the opportunity.
www.nationsclassroomtours.com

3 day/2 night DC Only Bus 2026 Sample Itinerary

Wednesday, May 27, 2026	Thursday, May 28, 2026	Friday, May 29, 2026
Morning Departure	Breakfast at Hotel	Breakfast at Hotel Hotel Check-out
Lunch with Allotment En Route	Tour-Capitol Hill • Capitol Visitors Center • Library of Congress • Supreme Court (Photo stop only)	Tour-Arlington National Cemetery with Wreath Laying (pending availability)
Arrive and Meet Your NationsClassroom Tour Guides	Tour-National Archives	Lunch Included with Allotment or Boxed Meal
Tour-International Spy Museum	Lunch Included with Allotment	Tour-National Zoo
Tour-9/11 Pentagon Memorial	Tour-Holocaust Museum	Depart for Home
Dinner Included at Pentagon City Mall with Voucher	Tour-Smithsonian Museum of choice	Dinner with Allotment En Route
Tour-Illuminated Monuments and Memorials	Photo Stop-White House	Evening Arrival Home
Arrive Hotel	Tour-Monuments and Memorials	
Security Reports	Dinner Included	
	Alexandria Ghost Tour	
	Return to Hotel	
	Security Reports	



Pre-Tour Support

Your Dedicated NationsClassroom Team

- Meghan Beardsley and Amy Cavanaugh

Marketing Materials custom to your tour

- Flyers, Packet, etc

Digital Parent Night

- Zoom or Google

Online Review:

"This is a top notch travel agency for students. I highly recommend using them for safety and security. It seemed to be well organized and packed full of both fun and educational excursions." 4.8/5 Stars

Before You Go!

Your Team will assist you with:

- Itinerary review
- Pre-departure meeting
  - Custom slides prepared
  - Online meeting
- Rooming list
- Departure materials sent to you!

Tour Quality Guarantee

"Our Tour Quality Guarantee is the only of its kind in the student travel industry! Should our tour not meet or exceed your tour leader's expectations, we will refund 10% to each full-paying participant."

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All Inclusive:

- Deluxe Motorcoach Transportation
- Admissions to all attractions
- Dedicated Tour Guides and On-Site Coordinator
- Lodging Accommodations & Overnight Security
- Accident & Illness Medical Coverage
- All Meals
- All Tips & Gratuities

Travel Date:	May 27-29, 2026
Transfer Bus	NO
Bags Included	NO
Photo Included	NO
Stipend Per Full Payee	0
Minimum Count	35 Full Payees
Chaperone Ratio	1:10
Chaperone ROOM	Double
TCRP Price:	$99.00
Quad Rate:	$869.00
Triple Rate:	$919.00
Double Rate:	$1,009.00
Single Rate (adults only):	$1,199.00 (TCRP $129.00)
Scholarships (Min full payee per bus required)	1 Per 35 Full Payees

Signatures below indicate that Haddam -Killingworth Middle School has chosen NationsClassroom as their tour provider for the 2026 tour. By signing below, NationsClassroom will immediately confirm time sensitive logistics and attractions. We look forward to partnering with you!

Tour Leader

Kerry Geoghegan

NationsClassroom Representative

Meghan Beardsley

This proposal is valid for 7 days and will expire February 14, 2025

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