

# Ballston Spa

## CENTRAL SCHOOL DISTRICT

## FIELD TRIP REQUEST FORM

Today's date:  Field trip date:  Return Date:

- ☒ I/We request approval for the field trip outlined below  
☐ I/We request that transportation be provided for this field trip.  
(Check one) ☐ School District ☐ Contract Carrier\*

\*Name of Carrier:

Group/Team:

Advisors/Coaches:

Sponsor:

Destination:

Educational/Competitive Purpose:

To see a performance by the Philadelphia Orchestra, tour the performance hall and tour the Philadelphia historical sites.

Are instructional substitutes required? ☐ No ☒ Yes. If Yes, how many?

How will this trip be funded? ☒ Booster Club ☒ Fundraising ☒ Other (Please specify below)

Student payments

Time of departure:

(i.e. 07:30)

Time of return:

Pick-up location:

Drop-off location:

Number of student participants:

Number of chaperones:

RECEIVED

JAN 23 2025

Itinerary for trip: Please attach or complete the information on the second page.

This should include name(s) of chaperones, lodging, and contact phone numbers)

Indicate any monies student participants are responsible for:

Trip cost is \$545 (hotel, tickets, Friday dinner, evening activity, Saturday breakfast and lunch voucher). Need money for lunch on Friday and dinner Saturday.

BUSINESS OFFICE

### Administrative Authorization

Building Principal

Superintendent

Board of Education

Approved

Approved

Approved

Disapproved

Disapproved

Disapproved

Date

Date

Date

## Field Trip Itinerary

### Trip Description (Include Who, What, When, and Where)

Students from the Ballston Spa Music Department would be traveling to Philadelphia, PA on Friday April 11th to see a performance of Mahler's Symphony No. 6, tour the Marian Anderson Hall, and visit the national historical sites. On Saturday April 12th we would travel to Hershey, PA to visit Hershey Park for the day. We would return by 10:00pm to Ballston Spa.

### Chaperones

| Name              | Phone Number | Name | Phone Number |
|-------------------|--------------|------|--------------|
| Brian Retersdorf  | 518-332-7970 |      |              |
| Kelly Seymour     | 716-289-0954 |      |              |
| Laura Chamberlain | 518-269-9120 |      |              |
| Walter Thiem      | 518-937-5732 |      |              |
| Chelsea Reeves    | 631-871-0639 |      |              |

### Transportation

| Company                 | Address (Street)    | City, State | Phone Number |
|-------------------------|---------------------|-------------|--------------|
| Premiere Transportation | 456 N. Pearl Street | Albany, NY  | 518-459-6123 |

### Lodging

| Company                             | Address (Street)  | City, State  | Phone Number |
|-------------------------------------|-------------------|--------------|--------------|
| Fairfield Inn & Suites Philadelphia | 100 Lawrence Road | Broomall, PA | 610-355-2335 |

**Trip Itinerary & Schedule** ☒ See Attached Itinerary Sheet



**BSCSD Trip to PHILADELPHIA, P.A.**  
**APRIL 11-12, 2025**

**Friday April 11th**

- Depart BSCDS parking lot 4:30am
- Arrive Philadelphia for Walking Tour, 9:00am
  - 2.5 hour escorted walking tour of historic sites of Philly such as Liberty Bell, Independence Hall, First Bank of US, Ben Franklin's house, Christ Church, Betsy Ross house and more.
- Walking tour ends at Reading Terminal Market for lunch on their own
- Arrive Kimmel Center for 2:00pm performance of Mahler's Symphony No. 6 followed by a tour of the Center
- 5:00pm – 7:00pm included dinner at South Bowl. Buffet dinner and bowling.
- 8:00pm depart South Bowl and check into hotel, Fairfield Inn & Suites Philadelphia Broomall/Newton for 1 night.

**Saturday April 12th**

- After included breakfast at the hotel, depart at 9:00am for Hershey Park. Full day of fun with dining certificate for lunch.
- 5:00pm depart Hershey Park and board your motorcoach for your trip back to school.
- Stop at rest stop on the way home for dinner on your own.
- Arrive back at school approximately 10:00pm

Please note: sites and visit times are subject to change and are based on availability and local conditions such as weather and traffic.