

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:

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

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

Time of departure: Pick-up location:

(i.e. 07:30)

Time of return: Drop-off location:

Number of student participants: Number of chaperones:

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:

Administrative Authorization

Building Principal	Signature	Approved ☒	Disapproved ☐	Date 3/11/25
Superintendent		Approved ☐	Disapproved ☐	Date
Board of Education		Approved ☐	Disapproved ☐	Date

Field Trip Itinerary

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

15 students (see attached roster) on the Science Olympiad Team will be attending the NY State Competition at LeMoyne College on 03/21/25 - 03/22/25. We will stay overnight in the at Comfort Inn and Suites in East Syracuse (6555 Old Collamer Road S) on 03/21/25 and compete in the Science Olympiad tournament on Friday evening and all day Saturday. We will eat dinner at Wegmans in Syracuse. The award ceremony runs from 5-7 PM at LeMoyne. We should arrive back at Ballston Spa High School between 9:30 and 10 PM.

Chaperones

Name	Phone Number	Name	Phone Number
James Poirier	518-248-4596		
Theresa Rousseau	518-505-4942		

Transportation

Company	Address (Street)	City, State	Phone Number
Brown Coach	50 Venner Road	Amsterdam, NY	518-843-4700

Lodging

Company	Address (Street)	City, State	Phone Number
Quality Inn and Suites	6555 Old Collamer Rd. S	East Syracuse, NY	315-437-2761

Trip Itinerary & Schedule ☐ See Attached Itinerary Sheet

Depart Ballston Spa HS at 11:45 AM on 03/21/2025 via Brown Coach
Arrive Quality Inn & Suites 6605 Old Collamer Rd E. Syracuse, NY 13057 (315) 437-2761
Head to Le Moyne for Friday evening events
Dinner at Ruby Tuesday near our hotel at 7 PM
Depart Quality Inn at 6:45 AM on 03/22/2025
Compete at Le Moyne College from 7 AM - 3 PM (NY State Science Olympiad competition)
Dinner at 3:45 at Wegmans
Award Ceremony 5:30 PM - 7:00 PM
Depart Le Moyne College at 7 PM
Arrive at Ballston Spa HS at 10 PM

STUDENT CLUB MEMBER ROSTERClub: Science ClubClub #: 320Advisor(s): Poirier and RousseauDate: 09/19/2024School: Ballston Spa High School

Print Name Clearly:

Audrey Bedell		
Jackie Horsch		
Kayleigh Cassels		
Nolan Schmitt		
Juanita Rust		
Molly Kaatz		
Logan LaRocque		
Lucas Guest		
Samuel Amodeo		
Lillian Frederick		
Sonja Mankes		
TinaMarie Mullins		
Logan Purcell		
Priya Raso		
Reyna Racaza		