Ballston Spa
CENTRAL SCHOOL DISTRICT

FIELD TRIP REQUEST FORM

Today's date: 1/23/20 **Field trip date:** 3/27/25 **Return Date:** 3/29/25

☑ 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:** BSCSD

Group/Team: Team 3044

Advisors/Coaches: Darrel Ackoryd Jessica Ylinemi Sarah McKay

Sponsor: High School Robotics team **Destination:** Albany, NY

Educational/Competitive Purpose:

The team will be competing in the FIRST Tech Valley Regional in Albany NY.. Students will have the opportunity to test their design, knowledge and skills against other teams from other states. Students have the opportunity to apply what they are learning in their science and technology classes to a real world scenario

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: 06:45 AM **Pick-up location:** HS

(i.e. 07:30)

Time of return: 07:30 PM **Drop-off location:** HS

Number of student participants: 40 **Number of chaperones:** 3

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FEB 10 2025
BUSINESS OFFICE

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		Approved	☐	Disapproved	☒	Date	
Superintendent		Approved	☐	Disapproved	☐	Date	
Board of Education		Approved	☐	Disapproved	☐	Date	

Field Trip Itinerary

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

Robotics club members will be competing in the FIRST Tech Valley Regional at the MVP Are
Albany, NY on March 27th, 28th and 29th.

Chaperones

Name	Phone Number	Name	Phone Number
Darrel Ackroyd	518 598 2845		
Jessica Ylinemi	320 309 0720		
Sarah McKay	518 312 2242		

Transportation

Company	Address (Street)	City, State	Phone Number
BSCSD	220 Ballston Ave.	Ballston Spa. NY 12020	518-884-7150

Lodging

Company	Address (Street)	City, State	Phone Number

Trip Itinerary & Schedule ☑ See Attached Itinerary Sheet

2024 Event Schedule
New York Tech Valley Regional

Wednesday, March 20

5:00 PM – 8:00 PM	**5 Team Reps to Load In and Set Up Pit (sign up required)**

Thursday, March 21

7:45 AM	**5 Team Reps to Load In**
8:30 AM	**Pits, Machine Shop, Registration and Inspection Open**
9:00 AM	**Load-in Ends**
9:00 AM – 11:00 AM	**Driver's Meeting, Field Open for Measurement and Calibration**
11:00 AM – 12:00 PM	**Lunch**
12:00 PM – 6:30 PM	**Practice Matches**
8:00 PM	**Pits and Machine Shop Close**

Friday, March 22

7:45 AM – 9:45 AM	**Invited Guest Event**
8:00 AM	**Pits and Machine Shop Open, Doors Open to Public**
8:30 AM – 9:00 AM	**Opening Ceremonies**
9:00 AM – 12:00 PM	**Qualification Matches**
9:00 AM – 4:00 PM	**College and Sponsors Area**
12:00 PM – 1:00 PM	**Lunch**
1:00 PM – 5:45 PM	**Qualification Matches**
5:45 PM – 6:15 PM	**Awards Ceremony**
6:15 PM – 8:00 PM	**Team Social on Concourse, Sponsored by College of Nanotechnology, Science, and Engineering – University at Albany, Rensselaer Polytechnic Institute, and Hudson Valley Community College**
6:30 PM*	**Pits and Machine Shop Close Immediately Following Awards Ceremony**

Saturday, March 23

8:00 AM	**Pits and Machine Shop Open, Doors Open to Public**
8:30 AM – 9:00 AM	**Opening Ceremonies**
9:00 AM – 12:15 PM	**Qualification Matches**
9:00 AM – 1:00 PM	**College and Sponsors Area**
12:15 PM – 12:30 PM	**Alliance Selections**
12:30 PM – 1:30 PM	**Lunch**
1:30 PM – 5:30 PM	**Playoff Matches and Awards Ceremony**
~6:00PM	**Pits close 30 minutes following the end of the Awards Ceremony**

**Schedule subject to change. All times are estimated based on flow of rounds. See Pit Administration table for updated times.*