

Suffield Public Schools
Field Trip/School Sponsored Trip Request Form

Form to be completed by the advisor of the field trip and submitted to the principal's secretary. The completed form needs to comply with all regulations found in Policy #6153.

Date of Request: 10/2/25

Type of Trip: Field Trip Extracurricular Athletic International

NOTE: Out of state or overnight trips must be approved by either the Superintendent or his/her designee. Overnight trips must also be approved by the Board of Education. (See Regulation #6153)

Teacher/Advisor: K. Blais _ _ _ _

Date(s) of Trip: 03/05/26-03/07/26 Time: 4pm (3/5)-11am (3/7) (this is an overnight trip)

Destination: Haiti / Windsor Marriott / Capitol

Number of Students: 5-10 Delegates: open to any MUN member who would like to join the sub-committee for CT Youth in Government

Number of Chaperones: 1/2 depending on interest (see Regulation #6153-Chaperone guidelines)

Name(s) of Chaperone(s): K. Blais, S. Schrager *if needed _ _ _ _

Has disclosure form been completed for all chaperones that are not Suffield Public School employees and are chaperoning an overnight trip?

Yes No N/A

Has chaperone information, including applicable Board of Education policy(ies) been delivered to chaperones?

Yes No

Cost of trip (include information regarding payment of expenses and any financial penalties that may be incurred): \$425- for room, board, transportation and materials. (I am going to talk to them about lodging- maybe our kids can just commute since we're so close?) I'm guessing not since a lot of the session is happening within this location-

Insurance Certificate Required: Yes No

Mode of Transportation: _ _ Parent transport to location (4pm drop off 3/5 -11AM pick up 3/7)

Explanation of Trip:

Connecticut YMCA Youth and Government offers high school (grades 9-12) model state government assemblies to students and schools across the state.

These annual assemblies allow students to represent their schools and communities in a variety of roles across the different branches and components of state government.

Educational Purpose:

Students are offered the opportunity to learn about a wide variety of issues, develop critical thinking skills, and articulate their beliefs while engaging constructively with their peers from around Connecticut.

Itinerary:

(Attached to third page)

Advisor's Signature: K. Blais

Date: 10/7/25

Principal Signature: _____

Date: 10/7/25

Superintendent/Designee: _____ Approve _____ Deny

Superintendent/Designee Signature: _____ Date: _____

Board of Education: _____ Approve _____ Deny

Board Chair Signature: _____ Date: _____

CT Youth in Gov Schedule (2024's- they have not come out with 2026's yet!)

YMCA Youth And Government Schedule

Thursday, March 7th	Meeting	
4:00 p.m.	Registration 1st Check-in	Windsor Ballroom
4:30 p.m.	Committee Chair Training	Hartford Room
5:00 p.m.	Orientation (NI Delegates)	Windsor Ballroom
5:00 p.m.	Adult Meeting (at least one adult from each delegation)	Lobby
5:30 p.m.	Opening Session (All Delegates and Adults)	Windsor Ballroom
6:00 p.m.	Legislative Committee	Windsor 5, 6, Ballroom
7:00 p.m.	Dinner	Windsor Ballroom
7:45 p.m.	Legislative Committee	Windsor 5, 6, Ballroom
9:15 p.m.	Closing Session, Candidate Speeches	Windsor Ballroom
9:45 p.m.	Delegation Meetings	
10:00 p.m.	Curfew (Students in Rooms)	
Friday, March 8th		
7:30 a.m. - 8:30 a.m.	Breakfast	Windsor Ballroom
8:30 a.m.	Gather for Bus Dismissal	Windsor Ballroom
<i>'We will depart for the Capitol from this session, bringing everything you need for the day'</i>		
8:45 a.m. - 9:00 a.m.	Travel to Capitol	
12:00 p.m.	Lunch in Capitol Cafeteria	
4:45 p.m. - 5:00 p.m.	Travel to Hotel	
5:00 p.m. - 6:00 p.m.	Break, Change Clothes for the Evening	
6:00 p.m. - 7:00 p.m.	Dinner	Windsor Ballroom
7:00 p.m.	Delegation Council	
7:15 p.m. - 9:15 p.m.	Evening Reception (Movie, Games, etc.)	Windsor Ballroom
	Movie	
	Karaoke	
	Quiet Room	lobby
9:15 p.m.	Closing Session	Windsor Ballroom
10:00 p.m.	Curfew (Students in Rooms)	
Saturday, March 9th		
7:30 a.m. - 8:45 a.m.	Breakfast	Windsor Ballroom
9:00 a.m. - 10:30 a.m.	Closing Session, Awards	Windsor Ballroom