



Request #256 (1) Complete

1 message

Form Approvals <andrea.mackin@weymouthps.org>
Reply-To: elizabeth.macpherson@weymouthps.org
To: megan.lynch@weymouthps.org

Thu, Nov 20, 2025 at 9:54 AM

REQUEST #256/1 | NOV 10, 2025

WEYMOUTH HIGH SCHOOL FIELD TRIP
REQUEST FORM

The request is now **complete**.

Approval history

Complete

Approved by malissa.northup@weymouthps.org
Approved by andrea.mackin@weymouthps.org
Approved by malissa.northup@weymouthps.org
Approved by megan.lynch@weymouthps.org
Approved by transportation@weymouthps.org

Requestor:	elizabeth.macpherson@weymouthps.org
Name of Trip Coordinator (Last name, First name)::	MacPherson, Elizabeth
Grade Level::	11th Grade, 12th Grade
Discipline::	Business, DECA
Destination::	Quincy Marriott - DECA District One Conference
City/Town and State::	Quincy, MA
Name of Sponsoring Individual, Company or Organization Hosting/Conducting this trip. (Put N/A if not applicable)::	DECA District One
Date of Request::	Nov 05, 2025
Departure Day::	Thursday
Departure Date::	Jan 08, 2026
Departure Time::	9:30 AM
Day Field Trip Return Time:	12:30 PM
Type of Field Trip:	Off Campus Field Trip - Overnight
Overnight Field Trip Return Day:	Friday

Overnight Field Trip Return Date::	Jan 09, 2026
Overnight Field Trip Return Time::	12:30 PM
Accommodations (Name, Address, and Phone):	Quincy Marriott, 1000 Marriott Drive, Quincy, MA 02169
Transportation::	Town Bus (Note: There is a new \$150 fee associated with the Town Bus.)
Chaperone 1 Name::	Debra Partridge
Chaperone 2 Name::	Elizabeth MacPherson
Will substitute be needed?:	Yes (Deb only)
How will substitute be paid?:	School Budget
Nurse/Attendance Google Form: Upload the link to your completed nurse's form here.:	File Upload 1
Number of Buses Needed::	1
Total Cost of Buses::	150
Admission/Fee per Student::	200
Total Amount Each Student Must Pay::	165
Is there a source of funding to support this trip other than student contributions?:	Yes
If answer to previous question is yes, please explain.:	DECA Student Activity Account
Description and any Additional Information: Leadership:	File Upload 1 File Upload 2 File Upload 3
Select your Department Head or Associate Principal for Clubs and Organizations::	malissa.northup@weymouthps.org
The town bus fee of \$150.00 will be paid from one of four options below. Please indicate which option in the space below.:	Other Source
If you have chosen Other Source for the previous question please describe.:	DECA Student Activity Account

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