

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	2/12/26
Superintendent		Approved	☐	Disapproved	☐	Date	
Board of Education		Approved	☐	Disapproved	☐	Date	

Field Trip Itinerary

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

16 students (see attached roster) on the Science Olympiad Team will be attending the NY State Competition at LeMoyne College on 03/20/26 - 03/21/26. We will stay overnight in the at Hampton Inn and Suites Carrier Circle in East Syracuse (6377 Court Street Road) on 03/20/26 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		
Dede Koryto	518-361-3880		

Transportation

Company	Address (Street)	City, State	Phone Number
Wade Tours	797 Burdeck Street	Schenectady, NY	518-355-4500

Lodging

Company	Address (Street)	City, State	Phone Number
Hampton Inn and Suites	6377 Court Street Road	East Syracuse, NY	315-4371060

Trip Itinerary & Schedule

☐ See Attached Itinerary Sheet

Depart Ballston Spa HS at 11:45 AM on 03/20/2026 via Wade Tours bus
 Arrive at LeMoyne College to compete from 3 PM to 6 PM
 Arrive Hampton Inn, 6377 Court Street Road E. Syracuse, NY 13057 (315) 437-2761
 Dinner at Wegmans after hotel check-in
 Depart Hampton Inn at 6:45 AM on 03/21/2026
 Compete at LeMoyne 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 KorytoDate: 02/09/2026School: Ballston Spa High School

Print Name Clearly:

Samuel Amodeo		
Kelsea Davenport		
Lillian Frederick		
Lucas Guest		
Sonja Mankes		
TinaMarie Mullins		
Logan Purcell		
Arnie Balajadia		
Payton Bondi		
Liam Brooks		
Ephriam DuBuque		
William Hu		
Reyna Racaza		
Priya Raso		
Symon Brooks		
Olivia Wheaton		