Ballston Spa Central School District

ATHLETIC FIELD TRIP REQUEST FORM

Today's date Oct. 20, 2026 Field trip date Dec. 18, 2026 Return Date Dec. 19, 2026

☒ 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 Wade Tours

School transportation **will only be provided for trips within Section 2.** Overnight trips within the Section will require a split trip.

Team Varsity Hockey

Coach (es) Buffoline, Darcy, Mersen, Grace

Sponsor BHBS Booster Club Destination St. Lawrence, NY

Educational/Competitive Purpose: To provide the student Athletes AN opportunity to play high level teams outside of our Section. To prepare our team for sectional play later in the season

Are instructional substitutes required? ☐ Yes ☒ No If Yes, how many? N/A
(Attach a copy of professional development request form requesting substitute funds)

How will this trip be funded? ☒ Booster Club ☐ Fund raising ☐ Other (Please Specify) N/A
(If fund raising is needed, please attach a completed request for fund raising form)

Time of departure: 12:30 AM (PM) (Circle one) Pick-up location H.S

Time of Return: 7:00 AM (PM) (Circle one) Drop-off location H.S

Number of student participants: 20 Number of chaperones: 4

Itinerary for trip: (Please attach. This should include name(s) of chaperones, opponents, lodging, and contact phone numbers)

Indicate any monies student participants are responsible for: $

Administrative Authorization

Director of Athletics Matt Approved X Disapproved ___ Date 10/29/26

Building Principal [signature] Approved X Disapproved ___ Date 10/27/26

Superintendent ___ Approved ___ Disapproved ___ Date ___

Board of Education ___ Approved ___ Disapproved ___ Date ___

RECEIVED
OCT 29 2026
BUSINESS OFFICE

"St.Lawrence Tournament "

Date: December 18-19,2026

Location: St.Lawrence, New York

106 Ontario Street

Game: #1-Friday December 18

7:00pm vs St. Lawrence H.S.

#2-Saturday December 19

1:00 pm vs Saranac H.S.

Friday December 18, 2026

Bus: Pick up at BHHS at 12:00 pm

Bus: Pick up at BSHS at 12:30 pm

Arrive at hotel at 3:30 pm

Hotel check in 3:30-4:00 pm

Team meeting at 5:00 pm

Depart hotel for game at 5:30 pm

Arrive at rink for game 5:45

Play game # 1 vs St.Lawrence HS

7:00-9:30 pm

Arrive back at hotel at 10:00pm

Team meal 10-10:30 and room checks

At 11:00pm

Saturday December 19, 2026

Team breakfast at hotel 9-10 am

Team meeting at hotel 11-11:30am

Depart hotel for rink at 11:30 am

Arrive at rink at 11:45 am

Play game #2 vs Saranac HS

1:00-3:30 pm

Depart rink and head home @ 4:00pm

Arrive at BSHS at 7:00 pm

Arrive at BHHS at 7:30 pm