

Glassboro Public Schools



MEMO

To: Dr. Mark Silverstein, Superintendent of Schools

From: Craig Stephenson, Chief Academic Officer

Date: January 9, 2025

Re: Action Memo
January 22, 2025 Board Meeting

Request board approval for the following field trip.

Lisa Montana would like to chaperone a trip for Bowe Green Team students in grades 6-8 on February 12-13, 2025. There will be approximately 20 students and 2 additional parent chaperones. This will be an overnight field trip to the NJ School of Conservation in Sandyston, NJ. Students will take classes in Wildlife Ecology, Herpetology, Interpretive Hiking, Designing Solutions for Climate Change and Social Emotional Learning/Team Building. All classes are aligned with the NJSLS.

Students will stay in the on-site lodge, and all meals will be served in the dining hall. Busing costs and admission fees will be paid through grant funding. Chaperone meals and nursing fee will be paid from the Green Team student activities account.

Parent permission slips and waivers will be submitted.

See attachment.

Field Trip Request

Who: This is a trip for Bowe Green Team students in Grades 6-8. I have 30+ students signed up for the club and 25+ that come to meetings, so I anticipate about 20 getting permission to attend the trip. There are 2 potential parent chaperones that have expressed interest and I will be the 3rd chaperone to attend. There will be one other school district attending with their Green Team club member and the club leader and I have been collaborating since August of 2024 to plan this event:

Additional attending school

Thomas Grover Middle School: Contact Heidi Wachtin

10 Southfield Road,

West Windsor, NJ 08550

What: Overnight field trip to the NJ School of Conservation: 1 Wapalanne Rd. · Sandyston, NJ 07826

As a result of this field trip, students will take classes in Wildlife Ecology, Herpetology, Interpretive Hiking, Designing Solutions for Climate change and Social Emotional Learning/Team building. All classes are aligned with the NJSLS including Climate Change and Social-Emotional Learning.

Students will stay in the on-site lodge and all meals will be served in the dining hall.

Where: NJSOC 1 Wapalanne Rd. · Sandyston, NJ 07826

When: February 12-13, 2025 (overnight)

Why: Because students need opportunities for educational experiences outside the classroom! And because it is free for our students!

How:

The district is unable to provide transportation so I received quotes from Holcomb and Sheppard Bus Services.

The bus will leave the Bowe School at 8:00AM on Feb. 12 and return at approximately 6:00PM on Feb. 13.

Budget:

Bussing Costs - \$820 one way X2 = \$1640 (paid for by a grant)

Admission Fees per student - \$122 for 2 days/1 night x 20 students = \$2440
(paid through grant funding)

chaperone meals - \$58 x3 chaperones = \$174 (paid for out of Green Team student activities account)

Nursing Fee - overnight \$280 (splitting cost with partner school - paid for out of Green Team student activities account)

Substitutes - none needed at this time

Total Estimated budget = \$454.00 (coming out of Green Team Student Activities account)