

Buffalo-Hanover-Montrose Public Schools
Optional Field Trip/Overnight or Out-of-State Trip APPROVAL Form

School Buffalo High School

Group Making Request HERD Marching Band

Principal Mark Mischke

Person in Charge Shannon Curtis, Brian Veith

1. Destination: Traverse City, Michigan - National Cherry Festival 100 Year Anniversary
2. Dates of Trip: July 7 - July 12, 2026 Number of School Days Missed: 0
3. Number of Students: Male: ~45 Female ~45
4. Grade Levels Included: Current 8-12
5. Supervision requirements: one adult for every 12 students. Same gender chaperone must be included for each gender participating.
 - a. Staff Accompanying: Brian Veith, Shannon Curtis, Owen Sabinash (Drumline Instructor)
 - b. Other Adults Accompanying: Chaperone Application will be collected. All Chaperones will be required to background check with school district and complete a "safe sport" training for proper interaction with students.
 - a. We will ensure that we have at least a 1 to 10 adult to student ratio.

7. Describe the purpose and objectives of the trip:

The purpose of this trip is to provide a high level performance opportunity for the summer marching band students. Additionally, we have been invited to represent our school district and our state at the 100 year anniversary of the National Cherry Festival! This festival features two different parade performance opportunities for our students and will allow them to perform for spectators from across the country who gather each year for this festival. Students will perform their summer production and compete to be the "best performance" of the parade! Additionally students will have the opportunity to build community, strive for excellence in performance, and experience a new part of the country where their talents are valued and appreciated.

8. Cost Factors:

- a. Trip funded by: Individual student
- b. Cost per person: \$900
- c. What provision has been made for students with financial difficulties? Fund raising activities conducted?

Students have been fundraising throughout the year to help offset the cost. The music department operates numerous fundraisers each year for this purpose. In addition, the money from our annual Mattress Fundraiser goes toward helping offset summer marching band costs, which in turn make our travel experience more affordable for students! Payment plans have been developed to soften the financial burden over multiple months of payment as well.

d. What efforts have been made to acquire the most cost effective price?
We received quotes for travel from multiple companies. Mr. Veith and Mr. Curtis decided after receiving these quotes that we felt we could create a more cost effective experience by doing the planning ourselves. Through this process we were able to save about \$500 per student in costs.

1. Faculty members may not receive any salary remuneration relating to field trips from outside agencies or arrange trips for financial gain. Is a portion of the funds provided by students paying for or reducing chaperone costs? NO
2. Insurance Issues
 - a. Will students need additional medical insurance coverage? NO
 - b. Is group tour insurance being purchase? If so, what is the coverage and cost? No

9. Transportation Information: How will students be transported?

a. Bus : Name of Company Holt Bus Company (Coaches)

10. Communication - Please attach a copy of the trip itinerary. Include parental and student input in the planning process and all parent meetings conducted to ensure full disclosure of the trip and associated topics to include but not limited to: purpose of the trip, cost (to include spending money), fund raising, adult chaperones, emergency telephone numbers, medical insurance needs, procedure for sending a student home in case of an emergency (medical, disciplinary, etc.) and itinerary.

Person in Charge Signature  Date 3/1/26

Activities Director Signature  Date 3/5/26

Superintendent Signature _____ Date _____

90 days by April 8
100 days by May 8