

Extended Field Trip Request Form

Request should be submitted to principal thirty days (30) in advance of trip. Extended field trips require Superintendent's and/or Board of Education approval if trip is over 100 miles or overnight.

Teacher's Name Julie Mugavero & Mike Kaefer Date of Request 6/23/2022

I am requesting permission to take 22 students, Grades 10-12, World Lang. Dept.
of students, grade level, department

on a field trip to Katharinen Gymnasium (GAPP Partner School) in Ingolstadt, Germany
destination and location

GAPP Exchange on _____ day/date _____ day/date _____ day/date
event

Departure from/Time/Date Apr. 7, 2023 Return Location/Time/Date April 25, 2023

Transportation Requested: School Bus(es) needed _____ Charter Bus(es) needed Cost: \$ _____

Funding Source for charter bus included in cost of trip

Admission Charge per Student \$ 2000.00 Total _____ Funding Source families self-fund

Additional Costs \$ varies (Please explain) souvenirs, lunch and snacks for 4/21-4, spendi

Total District Costs of Entire Trip \$ 0

Advance check needed yes (Attach written request) no

Instructional Objectives of Trip/Curriculum Connections: German language and culture exchange (continuation of GAPP exchange started in 2010)

Required Attachments:

- Transportation Request Form
- Itinerary/Supervision Form
- Manifest/Roster Form

If applicable:

- Advance check request with amount, full vendor name and address, purpose of check, and copy of admission, reservation or other cost documentation.

Principal Dawn Young
Date 6/28/22

Director of P.E. & Athletics (as applicable) _____
Date _____

Assistant Superintendent Patricia Clark III
Date 7/5/22

Superintendent Jerry Ahearn
Date 7/12/22

Board of Education _____

Approved	Disapproved
✓	
Approved	Disapproved
Approved	Disapproved
✓	
Approved	Disapproved
✓	
Approved	Disapproved

Comments: _____

Vestal Central School District
Itinerary/Supervision Form

Rev. 12/02

This form must be submitted with the Local and Extended Field Trip Request Form.

Teacher's Name Julie Mugavero & Mike Kaefer Date of Request 6/23/2022

I am requesting permission to take 22 Students, Grades 10-12, World Lang. Dept.
of students, grade level, department

on a field trip to Katherinen Gymnasium in Ingolstadt, Germany
destination and location

for GAPP Student Exchange on Apr. 7, 2023 - Apr. 24, 2023
event day/date

Additional Staff Supervision Mike Kaefer

Other Adult Chaperones n/a

Areas of Responsibility Supervise students during all travel; coordinate with families and teachers during homestay;

Emergency Contact: JULIE Mugavero Cell Phone # _____

Medical Resources group ^{travel} health insurance through Bernhard Travel Insurance; access to medical care in Germany; travel with first aid supplies

Comments/Other Information Please see attached (rough) itinerary.

Itinerary/Agenda


Day April 7 - April 21 Date 2023

Accommodations homestay with partners Address _____

- outings with families
- attend school
- work on group project
- visit Dachau concentration camp
- visit Neuschwanstein Castle
- _____

Itinerary/Agenda

Day April 21 - April 24 Date 2023

Accommodations youth hostel in Köln (Cologne, Germany) Address tbd * 

- tour Cologne: cathedral, old city
- day trip to Bonn
 - German history museum
 - castle tour
 - Haribo factory store
 - old city
- _____

Itinerary/Agenda

Day _____ Date _____

Accommodations _____ Address _____

- _____
- _____
- _____
- _____
- _____
- _____

GAPP EXCHANGE 2023 – THE GERMAN EXPERIENCE

Your High School: Vestal High School US State: NY

German Partner School: Katharinen-Gymnasium Ingolstadt

Dates of your stay in Germany: From: 04/07/23 To: 04/24/23
mm/dd/yy mm/dd/yy

Please give us a rough outline of your schedule. According to the revised GAPP Guidelines the requirements for funding are a minimum duration of travel of 14 days, including 10 days of homestay and 5 days of school related activities. - Thank you!

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					Date: 04/07 Bus to airport, overnight flight to Munich, Germany	Date: 04/08 Early morning arrival, bus shuttle to Ingolstadt, welcoming
Date: 04/09 Easter with host families	Date: 04/10 Easter with host families (federal holiday - all businesses and stores closed): <u>Video project</u> -> Home and Neighborhood	Date: 04/11 Visit to Neuschwanstein Castle, arrival at Adlerhorst Inn in the Alps with partners (Team Building Activities)	Date: 04/12 Team Building activities in Schwangau with partners [Adlerhorst Inn] <u>Video project</u> -> Nature / environment	Date: 04/13 Head back to Ingolstadt <u>Video project</u> -> In the city.	Date: 04/14 Munich or Nürnberg <u>Video project</u> - Munich	Date: 04/15 Weekend with families
Date: 04/16 Weekend with families	Date: 04/17 Day in School Dachau KZ Memorial	Date: 04/18 Day in School IB Oral Exams for level 5 students on trip	Date: 04/19 Day in School <u>Video proj</u> -> School	Date: 04/20 Day in School	Date: 04/21 Day in School Train to Bonn - Castle Hunting Herr Kaefer night tour of Bonn Cherry Blossoms in Altstadt Dinner	Date: 04/22 House of History Drachenburg Castle + Ruins HARIBO Rheinaue
Date: 04/23 Day in Cologne Herr Kaefer Tour of Old City; Cologne Cathedral Rhein boat tour	Date: 04/24 Flight back to US Bus to Vestal	Date: 04/25 Regular School day at VHS				

Please provide the title and a short description of the topic you have chosen for your exchange:

Authentic Video Project - Student partners create authentic videos of everyday tasks in German in various contexts to be used in German classes at VHS in future lessons.

Manifest/Roster Form



Parent
Permission
Form
on file

This form must be submitted with the Local or Extended Field Trip Request Form. Revisions must be submitted to the appropriate administrator 24 hours prior to departure.

Child's Name	Parent/Guardian Name	Home Phone	Work Phone	Cell Phone/ Pager
<i>See attached Roster</i>				

Manifest / Roster

	Last name	First name	Parent/Guardian Name	Phone Number (Mother)	Phone Number (Father)
1	Chiu	Sophia	Yung-Huei Lin/Kenneth Chiu		
2	Chiu	Amelia	Yung-Huei Lin/Kenneth Chiu		
3	Christensen	Natalie	Mark and Susan Christensen		
4	Condie	Lila	Kristin and Bruce Condie		
5	DeVantier	Keira	Allyson DeVantier		
6	Dhakal	Kara	Kasumi Dhakal, Tara Dhakal		
7	Foran	Evan	Allison Foran		
8	Foreman	Shayna	Abbi Foreman		
9	Gabel	Ann-Marie	Heather Gabel; Rod Gabel		
10	Hansen	Caitlynn	Joseph Hansen		
11	Klotzkin	Laura	Shari Klotzkin		
12	Lynch	Keegan	Richard Lynch		
13	Majka	Owen	Stephen Majka		
14	Mitsakos	Max	Howey Mitsakos		
15	Perfetti	Mia	Brenda Lidestri		
16	Reinartz	Sean	Roel Reinartz		
17	Scheel	Nathan	Rasha Scheel		
18	Schoenfeldt	Molly	Kally Schoenfeldt		
19	Sonnen	Mary	Jennifer Sonnen		
20	Tran	Lucas	Cam (Mother) Tran		
21	Tumey	Samantha	Susan and Nathan Tumey		
22	Zinkin-Fan	Delphine	melissa zinkin		