GLEN RIDGE PUBLIC SCHOOLS
FIELD TRIP REQUEST FORM

Today’s Date _____10/3/17____ School: _FAS/LAS__________ Grade(s): ____1____

Organization: ___Young Learners____________________ Teacher(s): Trisha Fagan, Danielle Chesney

Field Trip Description: ___STEAM Adventures: STEAM Workshops___

Destination: Morris:own Unitarian Fellowship, 21 Normandy Heights Rd., Morristown, NJ 07960

Anticipated number of students participating: ___13___ Is this an overnight trip? ___Yes ___x___No

Date(s) of trip: ____Dec 8, 2017____ Departure time: 8:30am Return time: 2pm

Transportation: ___Walking ___ Cars ___x_ Bus ___ Rental Vehicle ___ None Needed

Bus Company: ____________________________________________________________ Seat belts: ___Yes ___No

Rental Company: _______________________________________________________

No. of Vehicles to be Rented: __________ Type of Vehicle(s): _______________________

Number of Chaperones: Teachers ___2___ Parents ___ Other ____________

Name of AED Trained Chaperone: ________Trisha Fagan________

EDUCATIONAL INFORMATION:

What subject is the trip associated with? Gifted and Talented STEAM

Please list curricular objectives and Core Curriculum Content Standards that will be met through this experience:

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>CCCS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Engineering Design</td>
<td>k-2-ETS1</td>
</tr>
<tr>
<td>• Reason with shapes and their attributes</td>
<td>1.G.A</td>
</tr>
<tr>
<td>• Creativity and Innovation: Students demonstrate creative thinking, construct knowledge and develop innovative products and process using technology.</td>
<td>Technology 8.1.b</td>
</tr>
<tr>
<td>• The basic elements of art and principles of design govern art creation and composition.</td>
<td>1.1.2.D.1</td>
</tr>
</tbody>
</table>
TRIP COST:

Transportation  $__________ (Note: Tips are not permitted under DOE regulations)
Registration Fees  $____$30.00 per student (13 possible__
Food  $__________ (Students will bring bag lunch  ___X__Yes   ___No)
Chaperone Fees  $__________
Cost to District  $____   2 Substitutes _______ (Substitutes, stipends, etc.)
Total  $__________  Student Cost $__________

Do students need spending money?  ___X__No  ___Yes  If yes, how much? $__________

NECESSARY APPROVAL SIGNATURES:
(All signatures needed prior to Board of Education approval)

Field Trip Organizer: ___________________________ Date: ___________

Building Administrator's Signature: ___________________
Date: ___________

Superintendent's Signature: _______________________
Date: 11/20/17
Additional information/description can be attached.

The cost of the trip is $30.00 per student plus transportation.

The program is offered through the NJ Consortium for Gifted and Talented Programs. The trip is limited to 8 students from each district but I was allowed to bring the additional 5 students if I would act as a presenter in the program. Since I am presenting I am asking that I have a teacher (Danielle Chesney) as the other chaperone to assist with students transitioning to various stations and bathrooms.
Today's Date: 11/08/2017  School: GRHS  Grade(s): 7-8
Organization: Chinese Club and classes  Teacher(s): Ms. Zhang

Field Trip Description: Experience the most popular sports - Pingpong

Destination: Lily Yip table tennis training center 370 North Avenue, Dunellen, New Jersey 0881

Anticipated number of students participating: 33  Is this an overnight trip? NO

Date(s) of trip: 12/15/2017  Friday  Departure time: 9:40  Return time: 2:45pm

Transportation: Walking  Cars  x Bus  Rental Vehicle  None

Bus Company: Bloomfield public school  Seat belts: Yes  No

Rental Company:

No. of Vehicles to be Rented: 1  Type of Vehicle(s): bus

Number of Chaperones: Teachers 2  Parents 2  Other

Name of AED Trained Chaperone: Zhang

**EDUCATIONAL INFORMATION:**

What subject is the trip associated with? Chinese

Please list curricular objectives and Core Curriculum Content Standards that will be met through this experience:

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>CCCS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Name and label tangible and imitate from the target culture(s).</td>
<td>7.1.NM.C.5</td>
</tr>
<tr>
<td>• Demonstrate comprehension of brief oral and written messages using age- and level-appropriate, on familiar topics.</td>
<td>7.1.NM.A.5</td>
</tr>
<tr>
<td>•</td>
<td></td>
</tr>
</tbody>
</table>

*Additional information/description can be attached.*
TRIP COST:

Student Costs
Transportation $350
(Note: Tips are not permitted under DOE regulations)
Registration Fees $8 x 33 = 264
Insurance Fees $___
Food $8 x 33 = 264 (Students will bring bag lunch _ Yes _ No)
Chaperone Fees $___

Total Student Cost $878 Cost per Student $27
Do students need spending money? _ No _ Yes If yes, how much? $

District Costs
Chaperones Fees $___
Substitutes $95 x 2 = 190
Other $___ Please Specify:

Total District Cost $190

NECESSARY APPROVAL SIGNATURES:
(All signatures needed prior to Board of Education approval)
Field Trip Organizer: Shihong Zhang Date: 11/14/17
Building Administrator’s Signature: __________ Date: 11/14/17
Superintendent’s Signature: __________ Date: 11/16/17
GLEN RIDGE PUBLIC SCHOOLS

FIELD TRIP REQUEST FORM

Today’s Date 11/7/17  School: GRHS  Grade(s): 9 – 12
Organization: Community Service Club  Teacher(s): Kevin George

Field Trip Description: Soup Kitchen Trip

Destination: St. Ann’s Soup Kitchen, Newark, NJ

Anticipated number of students participating: ~10  Is this an overnight trip?  Yes  No

Date(s) of trip: 12/20/17  Departure time: 9:15am  Return time: ~2pm

Transportation:  Walking  Cars  Bus  None Needed

Bus Company: Glen Ridge District Bus  Seat belts:  Yes  Nc

Rental Company:

No. of Vehicles to be Rented:  Type of Vehicle(s):

Number of Chaperones: Teachers 1 (inc me)  Parents 0  Other

Name of AED Trained Chaperone: Kevin George

EDUCATIONAL INFORMATION:

What subject is the trip associated with? Community Service Club

Please list curricular objectives and Core Curriculum Content Standards that will be met through this experience:

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>CCCS</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Learn Civic Responsibility</td>
<td>6.2.A.3</td>
</tr>
<tr>
<td>- Learn Community Values</td>
<td>6.2.B.5</td>
</tr>
<tr>
<td>- Acquire Understanding of Global Problems</td>
<td>6.2.E.7</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional information/description can be attached.
## TRIP COST:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation</td>
<td>$0</td>
<td>(Note: Tips are not permitted under DOE regulations)</td>
</tr>
<tr>
<td>Registration Fees</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Food</td>
<td>$0</td>
<td>(Students will bring bag lunch __ Yes ___ No)</td>
</tr>
<tr>
<td>Chaperone Fees</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Cost to District</td>
<td>$95</td>
<td>(Substitutes; stipends, etc.)</td>
</tr>
<tr>
<td>Total</td>
<td>$95</td>
<td>Student Cost: $0</td>
</tr>
</tbody>
</table>

Do students need spending money? __ Yes ___  If yes, how much? ___

## NECESSARY APPROVAL SIGNATURES:
(All signatures needed prior to Board of Education approval)

Field Trip Organizer: _______________ Date: 11/3/17

Building Administrator’s Signature: _______________ Date: 11/8/17

Superintendent’s Signature: _______________ Date: 11/13/17
Today's Date: 10/4/17  
School: GRHS  
Grade(s): 9-12  
Organization: Band & Chorus  
Teacher(s): Gage & Pavlik

Field Trip Description: **Biannual Overnight Music Trip**

Destination: New Orleans

Anticipated number of students participating: 45  
Is this an overnight trip? Yes  
No

Date(s) of trip: 3/9 - 3/10/18  
Departure time: FRI PM  
Return time: MON PM

Transportation:  
- Walking  
- Cars  
- Bus  
- Rental Vehicle  
- None Needed  
- Plane

Tour Company: Peak Performance Tours

Seat belts: Yes  
No

Rental Company: _____________

No. of Vehicles to be Rented: ________  
Type of Vehicle(s): _____________

Number of Chaperones: Teachers 3  
Parents 2  
Other 2

Name of AED Trained Chaperone: Gage

**EDUCATIONAL INFORMATION:**

What subject is the trip associated with? **HS Concert Band, HS Chorus**

Please list curricular objectives and Core Curriculum Content Standards that will be met through this experience:

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>CCCS</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Perform with technical accuracy, appropriate musicality, and relevant</td>
<td>1,3,12,B,1</td>
</tr>
<tr>
<td>stylistic nuance</td>
<td></td>
</tr>
<tr>
<td>- Use criteria to evaluate works of music from diverse contexts and</td>
<td>1,4,12,B,1</td>
</tr>
<tr>
<td>historical eras</td>
<td></td>
</tr>
<tr>
<td>- Determine how music has influenced world cultures throughout history</td>
<td>1,2,12,A,1</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional information/description can be attached.
TRIP COST: Individual costs subject to slight change as tour is finalized.

Student Costs
Transportation $ NA
(Note: Tips are not permitted under DOE regulations)
Registration Fees $ NA
Insurance Fees $ NA
Food $ NA (Students will bring bag lunch __Yes __No)
Chaperone Fees $ NA

Total Student Cost $4,000
Cost per Student $700 *

Do students need spending money? __No __Yes If yes, how much? $ approx. $50

District Costs
Chaperone Fees $2,565 (5 chaperones x 3 nights)
Substitutes $285 (3 full-time staff x 1 day)
Other $ Please Specify:

Total District Cost $2,850

NECESSARY APPROVAL SIGNATURES:
(All signatures needed prior to Board of Education approval)

Field Trip Organizer: Date: 11/14/17
Building Administrator’s Signature: Date: 11/15/17
Superintendent’s Signature: Date: 11/16/17
GLEN RIDGE PUBLIC SCHOOLS
FIELD TRIP REQUEST FORM

Today's Date: November 15, 2017    School: Glen Ridge High School    Grade(s): 11-12

Organization: Engineering Club    Teacher(s): Shohen

Field Trip Description: NJ STEM League Competition

Destination: NJ STEM League, Bloomfield High School, 160 Broad St, Bloomfield, NJ 07003

Anticipated number of students participating? 5    Is this an overnight trip? __Yes   X No

Date(s) of trip: February 22, 2018    Departure time: 7:30 AM    Return time: 3:00PM

Transportation:   X  Walking   _ Cars   _ Bus   _ Rental Vehicle   _ None Needed

Bus Company:   None    Seat belts:   _Yes   _No

Rental Company:   ______________________________________________________________________

No. of Vehicles to be rented:   _None   _Type of Vehicle(s):   ______________________________________________________________________

Number of Chaperones: Teachers 1    Parents:   _ Other:   ______________________________________________________________________

Name of AED Trained Chaperone: Andrew Shohen

EDUCATIONAL INFORMATION:

What subject is the trip associated with? CAD/Computer Science/Engineering

Please list curricular objectives and Core Curriculum Content Standards that will be met through this experience:

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design and create a prototype to solve a real world problem using a design process, identify constraints addressed during the creation of the prototype, identify trade-offs made, and present the solution for peer review.</td>
</tr>
<tr>
<td>Determine and use the appropriate resources (e.g., CNC (Computer Numerical Control) equipment, 3D printers, CAD software) in the design, development and creation of a technological product or system.</td>
</tr>
<tr>
<td>Use a programming language to solve problems or accomplish a task (e.g., robotic functions, website designs, applications, and games).</td>
</tr>
<tr>
<td>Use appropriate terms in conversation (e.g., troubleshooting, peripherals, diagnostic software, GUI, abstraction, variables, data types and conditional statements).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CCCS</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.2.12.D.1</td>
</tr>
<tr>
<td>8.2.12.D.3</td>
</tr>
<tr>
<td>8.2.12.E.3</td>
</tr>
<tr>
<td>8.2.12.E.4</td>
</tr>
</tbody>
</table>

Additional information/description can be attached.
TRIP COST:

Student Costs
Transportation $__None_____
(Note: Tips are not permitted under DOE regulations)
Registration Fees $__No fee________
Insurance Fees $__No fee________
Food $____10_________ (Students will bring a bag lunch __x__ Yes ___Nc)
Chaperone Fees $____0_________
Total Student Cost $____ 50_________ Cost per Student $____10_____ 
Do students need to bring spending money? __Yes  __X__ No If yes, how much? _____

District Costs
Chaperone Fees $__0_________
Substitutes $___90_________
Other $____0__________ Please Specify.________________
Total District Cost $____ 50_________

NECESSARY APPROVAL SIGNATURES:
(All signatures needed prior to Board of Education approval)
Field Trip Organizer: __Andrew__ Date: __11/15/17___
Building Administrator's Signature: __Jim__ Date: __11/15/17___
Superintendent's Signature: __Jim__ Date: __11/16/17___
School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills shall be conducted at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

c. Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

d. Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: 11/27/17

Time of day the drill was conducted: Various (see below)

School Name: Glen Ridge High School, Ridgewood Avenue, Forest Avenue, and Linden Avenue

Location of the Emergency Evacuation Drill:

- HS: on Ridgewood Ave. @ 7:43 AM;
- RAS: on Ridgewood Ave. @ 8:10 AM; Forest: on Forest Ave. @ 8:20 AM; Linden: on Linden Ave. @ 8:45 AM

Route Number(s):

Bus #4

Name of the school principal/person(s) overseeing the drill: Driver, Aide and Witnesses (see att.)

Other information relative to the emergency evacuation drill:

For length of each drill, number of students involved during each as well as other details, please see attached.
# Glen Ridge Board of Education
## Bus Evacuation Drill Form

<table>
<thead>
<tr>
<th>Bus Driver's Name:</th>
<th>Greg Pavan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Drill:</td>
<td>Nov 27, 2017</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>School</td>
<td>Glenridge High School</td>
<td>Ridgewood School</td>
<td>Forest School</td>
<td>Linden School</td>
</tr>
<tr>
<td>Location</td>
<td>Ridgewood Ave</td>
<td>Ridgewood Ave</td>
<td>Forest Ave</td>
<td>Linden Ave</td>
</tr>
<tr>
<td>Time</td>
<td>7:43 AM</td>
<td>8:10 AM</td>
<td>8:20 AM</td>
<td>8:45 AM</td>
</tr>
<tr>
<td>Duration of Drill</td>
<td>6 sec</td>
<td>9 sec</td>
<td>8 sec</td>
<td>11 sec</td>
</tr>
<tr>
<td>Weather Conditions</td>
<td>Clear 40°</td>
<td>Clear 40°</td>
<td>Clear 40°</td>
<td>Clear 40°</td>
</tr>
<tr>
<td>Number of Students</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Brief Description of the Drill</td>
<td>Exiting bus in an organized manner - orderly and quietly outside of bus</td>
<td>Exiting bus in an organized manner - orderly and quietly outside of bus</td>
<td>Exiting bus in an organized manner - orderly and quietly outside of bus</td>
<td>Exiting bus in an organized manner - orderly and quietly outside of bus</td>
</tr>
</tbody>
</table>