

Request for Approval:
Trip to Washington, DC
April 4-6, 2014

1. The educational purpose of the trip to Washington D.C. is to allow students an opportunity to see the center of our nation's government. The historical venues and sites include Mount Vernon, the National Mall, Arlington National Cemetery, the Smithsonian Museums, Washington Memorial, Lincoln Memorial, the World War II Memorial, Korean Memorial, and the Vietnam Veteran's Memorial.
2. The trip will begin at 7 AM on Friday, April 4th, 2014 and will return on Sunday, April 6th, 2014 at approximately 9:30 PM.
3. I have included a copy of the proposed itinerary; the outdoor activities may be rearranged due to weather (switching an indoor museum visit with an outdoor visit if one day is rainy and the other dry).
4. The number of students will be 40 to 48.
5. The trip will be open to district students - primarily 11th graders taking US History as it ties in with the US History Curriculum.
6. Cost to students will be \$ 275.00. If the student's economic situation makes that figure a burden, some financial assistance is available.
7. Susan Ford will be the teacher in charge.
8. The travel agency is still Washington Educational Services Tours (WEST). Teachers receive a discount on travel costs and accommodations.
9. The number of adult chaperones will be at least 5 and no more than 8.
10. No additional cost for liability.
11. Students will provide proof of insurance, copies of which will be kept by the chaperones.
12. There will be no fundraising for this trip.

13. See answer to #6
14. Funds will be reimbursed through WEST (Washington Educational Services Tours).
15. There will be no use of school equipment other than the parking lot for arrival and departure.
16. The cost to school would be limited to the use of the photocopier and the hiring of substitute teachers. In the past we were able to consolidate the teachers' schedules so that fewer substitutes were needed than the number of chaperones going.
17. The head chaperones will monitor conditions in Washington to determine which museums, etc. might be closed off due to weather or national emergencies.

DC 2014 Itinerary

All times/admissions are subject to change due to traffic, weather or unexpected circumstances

Day 1: Friday, April 4th: (B DAY AT APHS)

- 6:45 AM: Load bus at APHS**
- 7:00 AM: Depart APHS – 2 stops en route to Mt. Vernon**
 - Rest stop in NJ (around 20 minutes)**
 - Lunch at Maryland House Rest Stop (45-60 minutes)**
- 2:30 PM: Arrive at Mt. Vernon-George Washington's Estate**
 - Tour Mt. Vernon – historic house, museum, gift shop & food court**
- 5:30 PM: Depart Mt. Vernon to Iwo Jima Memorial and Hotel**
- 6:00 PM: Stop at Iwo Jima Memorial (about 20 minutes)**
- 6:30 PM: Arrive at Key Bridge Marriot Hotel, Arlington, Virginia**
- 7:30 PM: Pizza Party at hotel**
- 9:00 PM: Driving Tour of DC – Visit to Jefferson Memorial**
- 11:00 PM: All students in rooms for night**

Day 2: Saturday, April 5th:

- 7:00 AM: Wake up call**
- 8:15 AM: Depart hotel for DC and drop off at Lincoln Memorial if weather is good**
 - (If weather is bad group will probably tour inside at the Visitor Center)**
- 8:45 AM: Walk via Korean, Vietnam & WWII Memorials to Smithsonian Museums**
- 10:00 AM: Visits to Smithsonian Museums & Lunch on own at Museums**
- 5:00 PM: Pick up group at the Smithsonian Air & Space Museum for return to Hotel**
- 6:15 PM Depart for Union Station for dinner –**
 - Group will take Metro subway together into DC**
- 9:15 PM: Bus picks up students & chaperones at Union Station for driving tour of DC**
- 11:00 PM: All students in rooms for night**

Day 3: Sunday, March 24th:

- 7:00 AM: Wake up call**
- 8:00 AM: Load bus with all your belongings**
- 8:20 AM: Departure for Arlington Cemetery**
 - Tour of Arlington Cemetery – Visit Changing of the Guards, Tomb of Unknown Soldier, JFK Eternal Flame and Arlington House**
- 10:30 AM: Depart Arlington for Baltimore, MD**
- Noon-2 PM: Lunch stop and visit to Baltimore's Inner Harbour**
- 6-6:30 PM: Dinner stop at highway rest stop for about 45 minutes**
- 9:30 PM: Arrival back at APHS**

NOTE: Bus will have a bathroom and chaperones will bring PG-13 DVDs to play on trip down and back.