FILE: IICA-E2

#### Lincoln Public Schools Lincoln, Massachusetts

## LATE NIGHT AND OVERNIGHT FIELD TRIP PROPOSAL

» to be submitted 3 months prior to approval date «

Please refer to School Committee Policy File: ICCA

| School: Lincoln School 5-8 Grade(s): 8   | ·                                      |  |  |  |
|--|--|--|--|--|
|  | 70%                                    |  |  |  |
| Destination: Washington, D.C. and Gettysburg National W  |  |  |  |  |
| Address: see itinerary Telephone   | #                                      |  |  |  |
| Dates: Monday, hinz 2 - Thursday, Inc 5, 202.  | 5                                      |  |  |  |
| Departure Time: 26 00am, 6/2 Return Time: 210:00pm 6/5   |  |  |  |  |
| Costs for the Trip:  |  |  |  |  |
| Transportation: # of Buses   | \$                                     |  |  |  |
| Admissions: $5\frac{4}{5}$ # students x \$ $\frac{5}{1}$ # students x \$ $\frac{5}{2}$ # adults x \$ $\frac{5}{2}$ # adults x \$ $\frac{5}{2}$ # Total | all por of sam pricir                  |  |  |  |
| Accomodations:  Teacher Stipends (overnight trip):  # teachers x \$ 150 / each   | \$ 56,808 ) comp<br>\$ WARDURE 1800,00 |  |  |  |
| Other  | \$                                     |  |  |  |
| Other  | \$                                     |  |  |  |
| TOTAL  | \$ 58,608                              |  |  |  |
| Cost Per Student:  | \$ 1085.33                             |  |  |  |
| Supervising Teacher: Jason Poledge Principal   |  |  |  |  |

| Teacher(s)/Chaperone(s) Name (Print)*  | Signature                       |  |  |  |
|--|---------------------------------|--|--|--|
| Julie Reynolds   | - Me Tous                       |  |  |  |
| Jodie Conway   | 4 - Cenny                       |  |  |  |
| Catherine Smits  | Callison                        |  |  |  |
| Jay Peledge  |                                 |  |  |  |
| Kim Goldmacher (nurse, not   | - In or                         |  |  |  |
| chaperone)   |                                 |  |  |  |
|  | _                               |  |  |  |
|  |                                 |  |  |  |
|  |                                 |  |  |  |
| *If chaperones are not identified at the time the trip is proposed, a complete list must be provided by the supervising teacher to the Principal prior to departure.  Have arrangements been made to ensure that all students can participate?   Tyes   no  Describe: Grant writing, financial assistance, fundraising |                                 |  |  |  |
|  | unications re: trip and support |  |  |  |
|  |                                 |  |  |  |
| Who will be responsible for: first aid   | medications nws                 |  |  |  |
|  | epi pen norsc                   |  |  |  |
| Nurse Contacted: Yes No  | 3-11-25                         |  |  |  |
| Nurse  | e's Signature Date              |  |  |  |
| Approved   | 3.11.25                         |  |  |  |
| Princi Disapproved   | pal's Signature Date            |  |  |  |
| Approved   | FICE 3/11/25                    |  |  |  |
|  | intendent's Signature Date      |  |  |  |
| Disapproved  |                                 |  |  |  |

Attach statements addressing each of the following: relevance to educational program and explanation of purpose of trip; destinations and itinerary of trip; explanation of transportation plan; explanation of arrangements for accommodations; copies of information and communications to be given to parents; agenda for parent information meeting(s). [See Policy IICA for more details.]

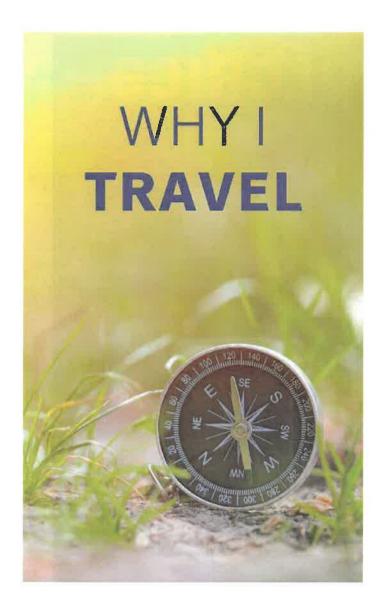
Adopted March 1985 Revised October 2004

#### Lincoln School 5-8 Overnight Trip Proposal Submitted to School Committee, March 2025

- 1. This trip is for the 8th grade students.
- 2. The purpose of this trip is both educational and social-emotional. Our students will experience a trip with many ties to their civics curriculum and ELA curriculum as well as our district's AIDE mission. They will also enjoy some final days together as Lincoln students before heading onto the journey of high school, regardless of where that path may lead. This is a common summative experience for 8th grade students across the country and that our school supported for many years prior to COVID.
- 3. The itinerary for this trip primarily revolves around the elements of our federal government, a direct connection to our 8th grade civics curriculum. During the trip, students will have an opportunity to visit several institutions of which they have been studying this year in civics class such as the Supreme Court while also visiting places like the National Archives that host copies of our nation's founding documents. Beyond civics-explicit standards, the students will also have a chance to meet other MA teaching obligations such as a visit to the U.S. Memorial Holocaust Museum that ties not only to a unit in ELA but also to the requisite teaching of genocide per MA General Law Ch. 71, Sect 98. Finally, the visit will also allow us to meet the aims of our AIDE work as a visit to the African American Museum for History and Culture as well as various military memorials including to Gettysburg National Military Park, helps our students to further understand some of the hard truths of our nation's history and the sacrifices many have given for it.
- 4. The itinerary is in the attached packet.
- 5. We have partnered with the vendor Explorica who is handling our transportation. We did work with them to secure a 59-person coach bus to alleviate an increased fee on our families due to the size of our grade and the number of students travelling. We are aiming to leave as early as we can to capture as much of the DC experience as we can on Day 1, but we are factoring in the reality that not all of our students live in Lincoln itself, nor do our chaperones. Explorica is a subsidiary of WorldStrides who was the chosen vendor for the Lincoln School trip in past years.
- 6. Students will be placed in rooms of 2-4 with student preferences for roommates taken into account. Chaperones will either share a room or will pay privately for a single room. The nurse will have her own room due to the need for privacy when issuing required medications to students.
- 7. The initial cost of the trip was \$1052.00/student. For every ten students signed up, we received a free place for a chaperone. With 54 travelers, we were able to secure free places for all of our chaperones and our nurse. To offset the cost, we have been using funds from our field trip fund to support financial assistance needs. I have also written a grant to Codman Trust and have secured \$10,000 in support from them to help offset much of the financial assistance needed. I have also reached out to another local community group to potentially secure more aid. A small group of 8th grade parents has also been organizing, alongside our Student Council co-presidents, several activities with

- the explicit aim of reducing the cost of the overall trip for families. All other families are paying their own way regardless of how much the price is able to drop.
- 8. 54 of the 60 students in grade 8 will be traveling, a 90% representation of the class. Three of the grade 8 teachers will be going, alongside the building principal and the school nurse. Students not attending the trip will have guided activities during these four days and will still have several teachers of grade 8 students to work with.
- 9. All of our chaperones are staff members. No other staff member from Explorica nor the bus drivers they contract will have any unsupervised time with our students.
- 10. See attached for the information slide deck shared with families.
- 11. Our school nurse will be attending the trip with us and will be the primary responder to health needs while on the trip.
- 12. Shared with families signed copies to be kept in the principal's office during the trip.
- 13. See attached Google Meet invitation noting the parent meeting.
- 14. We have provided financial assistance information from the beginning and even gauged that need in our parent survey prior to committing to a trip (see attached). In addition to district provided assistance, we have also secured one grant for \$10,000 and will be hosting multiple fundraisers to try and bring the overall cost for the trip down for all families.
- 15. See attached for the field trip form.







## Mr. Jay Peledge

- Organized the overnight trip for Hanscom MIddle School from 2016-2020
- Social bonding
- Exposure to nation's history and civic pillars
- Opportunities and price





## Travel impact by the numbers...

### 92% of students

who have traveled report the experience had a lasting impact on their world view.



#### **Expanded worldview**

Understanding and appreciation of different cultures



#### Personal growth

- · Increased confidence and competence
- Language and cultural immersion



#### Life skills

- · Demonstrates maturity and worldliness
- · Enhances college and job applications

## On Average, students who travel...



Score 19% higher on their SATs



Hold a GPA that's 23% higher



Are 32% more likely to attend college



Are 61% more likely to be employed full time

## Who we're traveling with



#### Proven experience

- 50 years in student travel
- · More than 1 million travelers
- Tours to 75 countries on all 7 continents



#### **Excellent value**

- Fully inclusive
- Quality hotels, meals & activities







## Why Explorica?



#### Incredible tour directors

- · Professionally trained
- Specialized in student travel
- · Local experts bring the destination to life
- With group 24/7



### **Exceptional safety record**

- Proven systems in place at all levels of operations
- Worldwide network of support
- Unmatched in industry







Proactive risk management

Expertly trained, multilingual tour directors

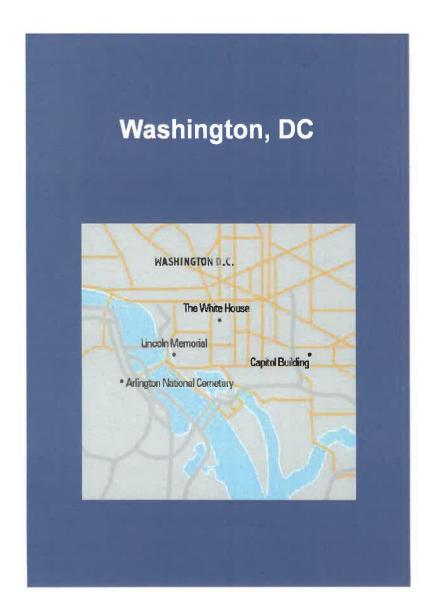
24/7 emergency support

Daily tour updates

Global vigilance

Network of 45+ offices around the world

Comprehensive liability coverage
Trusted travel protection plans
Upgraded plans available





## Where we're going

And why...

- Dates of trip: June 2<sup>nd</sup> June 5<sup>th</sup>, 2025
- Length: 4 Days

Experience the beauty of Washington DC's monuments and buildings as they light up the night sky during your evening tour of the city, then delve into history with a visit to Smithsonian Museums, Arlington National Cemetery, Gettysburg Military Park and more..



## **Tour Itinerary**

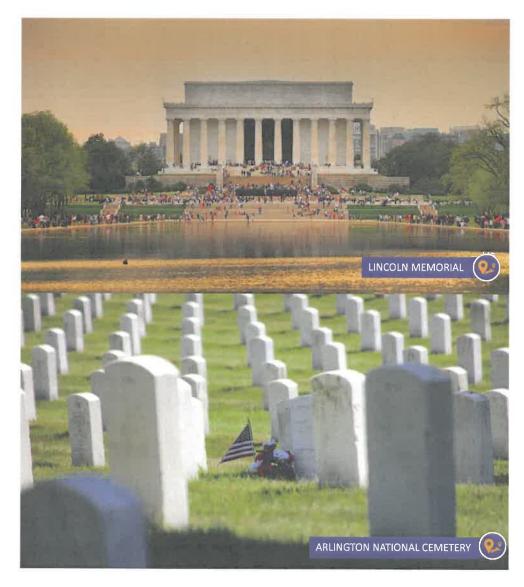
#### DAY 1 | Hello Washington

- · Meet your tour director
- · Supreme Court visit
- · Library of Congress visit
- Dinner
- Washington, D.C. evening guided sightseeing tour
   World War II Memorial, Lincoln Memorial, Vietnam Veterans Memorial, Korean War Memorial, National Mall, Tidal Basin, Washington Monument, White House picture stop

#### DAY 2 | Washington, D.C. landmarks

- · Breakfast
- · National Museum of African American History and Culture visit
- Arlington National Cemetery & Marine Corps War Memorial (Iwo Jima) visit
- · United States Air Force Memorial
- · National 9/11 Pentagon Memorial visit
- Dinner
- · Evening ghost tour





## **Tour Itinerary**

#### DAY 3 | Start extension in Washington, D.C.

- Breakfast
- · Smithsonian Museums visit:

National Museum of Natural History, National Museum of American History, National Portrait Gallery, National Museum of the American Indian, Smithsonian American Art Museum

- · Holocaust Museum visit
- · National Archives visit
- · Ford's Theatre visit
- Dinner

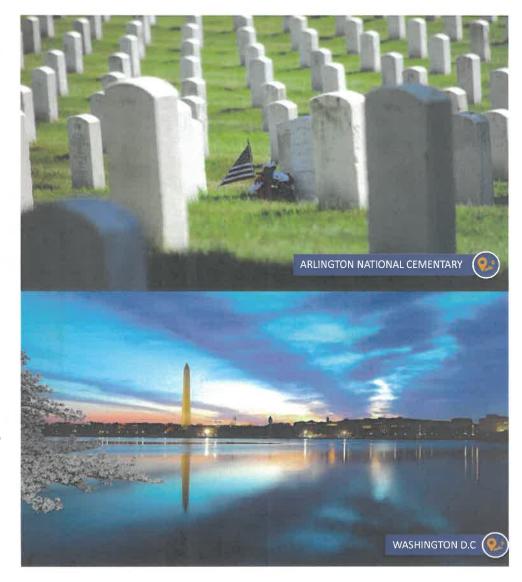
#### DAY 4 | End Tour

- Breakfast
- · Gettysburg guided excursion:

Gettysburg Battlefield Visitor's Center including Cyclorama, Museum & Film, Little Round Top, Gettysburg National Cemetery

· Travel home





## What's included

Almost everything!



**Round-trip transportation** 



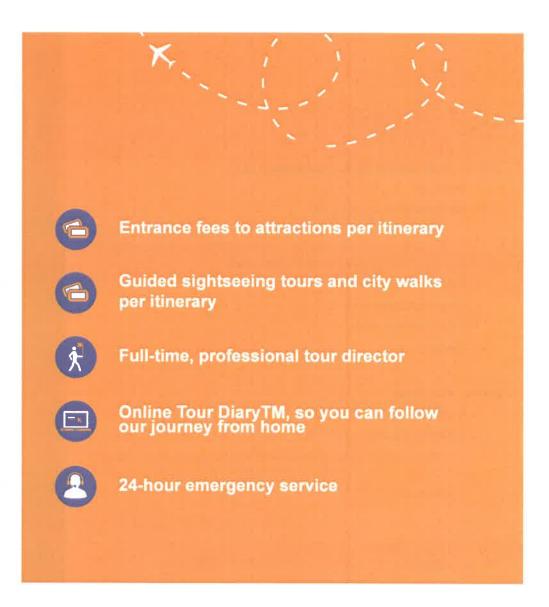
Accommodation in triple or quad rooms



Full breakfast daily



Hearty, authentic dinner daily





## Your responsibilities

Optional travel protection

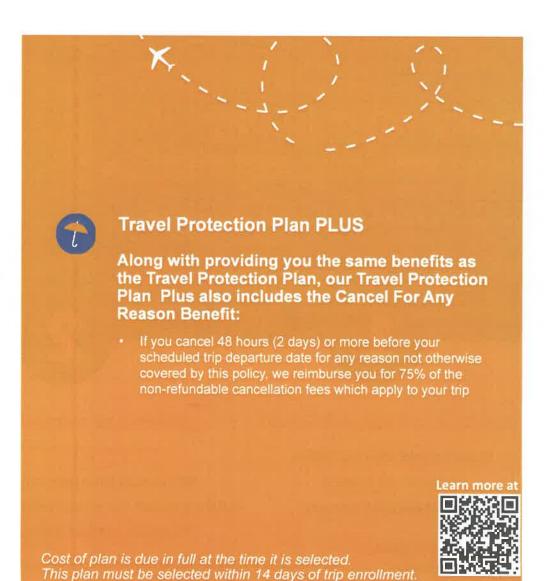


#### **Travel Protection Plan**

Educational travel is an investment in your child's future. We recommend you protect that investment with our Travel Protection Plan, which covers you for the following events:

- A traveler's injury, sickness, or death of a family member
- · Theft of passport or visas
- · Flight cancellations due to strike or bad weather
- · Loss of luggage and personal effects
- Trip cancellation or trip interruption due to covered reasons such as a covered sickness, illness, or injury
- Trip cancellation or trip interruption due to terrorist acts, as defined

Cost of plan is due in full at the time it is selected. This plan must be selected before your final trip payment.





#### Pay in full at enrollment

Entire trip paid upon registration

No remaining balance

Payment rendered manually

# Automatic monthly payment plan

\$50 deposit paid upon registration

Balance divided into equal monthly installments

Payments charged automatically

#### Manual payment plan

\$99 deposit paid upon registration
Balance divided into 2 installments. The first
installment of \$300 due 30 days after enrollment &
Full balance is due 95 days prior to departure
Payments rendered manually



Any plan can be paid with Visa, MasterCard (credit and debit), checks, electronic checking account payments, unline banking and money orders. Payments can be made online, over the telephone or by mail.

## **Academic Credit**

#### How this differs from a family trip

- All students in grades 6-12 at the time of travel have the opportunity to enroll in online coursework that is carefully paired with their travel program. Most assignments are designed to be completed after travel, since they ask students to incorporate much of what they learned during the field experience.
- · Email academiccredit@explorica.com for more info.



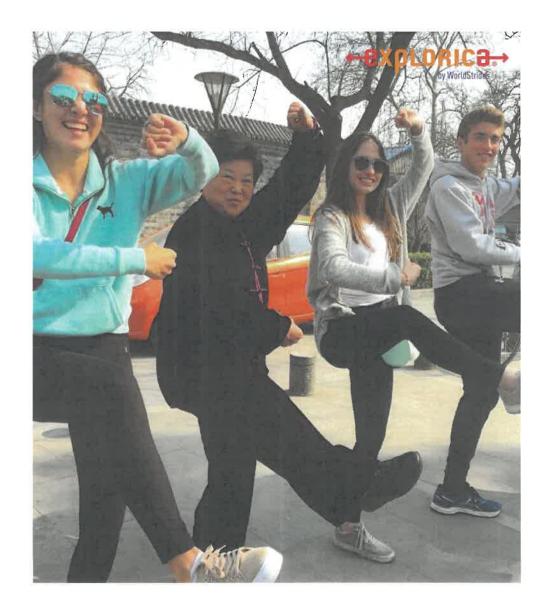
#### **High school credit**

- Courses vary in theme, content, and length based on the travel destination.
- Students work at their own pace to complete the work within six months of their travel program return date.



#### College credit

- Our partnership with George Mason University provides students in grades 9-12 at the time of travel an opportunity to enroll in courses to earn 1 or 3 college credits.
- Students work at their own pace to complete the work within six months of their travel program return date.



## Easy ways to pay

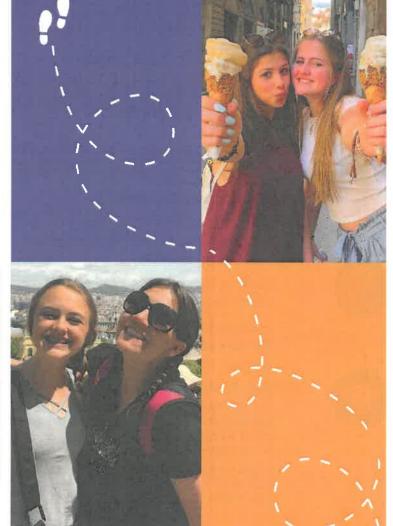
Making it possible for every student to travel



#### **Fundraising support**

- · Personal fundraising page on explorica.com
- Easily request and accept credit card donations from friends and family









## **Financial Aid**

To complete the financial assistance application, please go to the Lincoln Public Schools website, to "family resources" and scroll down to "Financial Aid." You'll get to this <u>form</u>.

# Give your child the world

#### You're in the position to encourage your child to:

- Explore exciting destinations
- Create lifelong memories and new friends
- Grow and mature as a person
- Prepare for a successful future





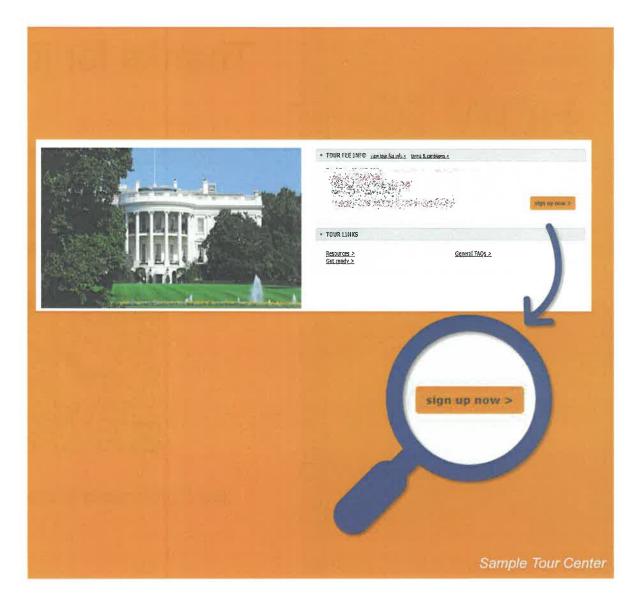
## How to enroll

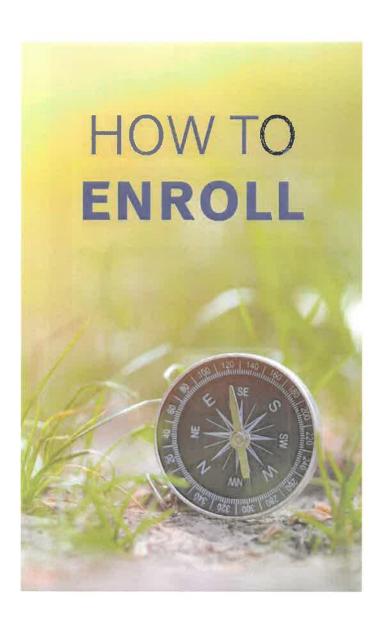
You can enroll your child through any of the following methods:

- Online at <u>www.explorica.com/Peledge-6786</u> (most popular!)
- By phone at 1-888-310-7121
- By mail when you complete the paper application and send it to:

Explorica by Worldstrides 218 W. Water Street, Suite 400 Charlottesville, VA 22902







## Thanks for joining us!



#### **Enroll online at:**

www.explorica.com/Peledge-6786

#### **Questions? Please contact:**

Program Leader: Jason Peledge

Email: jpeledge@lincnet.org



We look forward to traveling with you!

3/6/25, 1:14 PM Tour Center

Printable options: Basic Itinerary | Detailed Itinerary (?p=1&view=detailed)





#### TourCenter ID:

Peledge-6786

#### **Departing From:**

Lincoln, MA, USA

#### Departing:

June 2, 2025

#### Returning:

June 5, 2025

Last day for this Tour Fee:

🔁 YOU CAN SIGN UP AT:

http://www.explorica.com/Peledge-6786 (/Peledge-6786)

#### **TOUR ITINERARY**

Day 1 Hello Washington Meet your tour director

Supreme Court visit

Library of Congress visit

Dinner

Washington, D.C. evening guided sightseeing tour

World War II Memorial, Lincoln Memorial, Vietnam Veterans TOUR FEE INCLUDES:

Memorial, Korean War Memorial, National Mall, Tidal Basin, Washington Monument photo stop, White House picture stop

Day 2 Washington, D.C. landmarks

Breakfast

National Museum of African American History and Culture

Arlington National Cemetery & Marine Corps War Memorial (Iwo Jima) visit

United States Air Force Memorial

National 9/11 Pentagon Memorial visit

Dinner

Evening ghost tour

Day 3 Start extension in Washington, D.C.

Breakfast

Smithsonian Museums visit

#### **BEST PRICE** guaranteed

Total Fee: \* \$1,102.00

#### **Tour Quote Breakdown**

The following fees apply to your fullpaying participants:

Tour Fee\* \$1,030.00 Late Signup Fee \$50.00 On-Tour Tipping \$22.00

#### **Total Fee\***

\$1,102.00

\* Last day for this Tour Fee is Mar 28, 2025.

#### **Additional Adult Fees**

The following additional fees apply only to full-paying participants 23 and older and are not included in the total price listed above.

Adult Supplement \$45.00 Twin Room Upgrade \$135.00

Additional Adult Fee \$180.00

- Round-trip transportation
- 2 overnight stays (3 with extension) in hotels with private bathrooms
- Breakfast daily (except arrival day)
- Dinner daily (except departure day)
- Full-time services of a professional Tour Director
- Guided sightseeing tours and city walks as per itinerary
- Visits to select attractions as per itinerary
- Overnight security chaperone
- Tour Diary™
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Optional excursions, optional prepaid Tour Director and multi-day bus driver tipping, among other individual and group customizations will be

3/6/25, 1:14 PM Tour Center

> National Museum of Natural History, National Museum of American History, National Portrait Gallery, National Museum of the American Indian, Smithsonian American Art

Museum

Holocaust Museum visit

National Archives visit

Ford's Theatre visit

Dinner

Day 4 End tour

Breakfast

Gettysburg guided excursion

Gettysburg Battlefield Visitor's Center including Cyclorama,

Museum & Film, Little Round Top, Gettysburg National

Cemetery

Travel home

listed as separate line items in the total trip cost, if included.

## **Grade 8 Spring Trip Survey**

This form is to survey 8th graders and their families regarding interest in bringing back the overnight spring trip that stopped in 2019. We want to make sure the trip is inclusive as possible to all students who would want to attend and your feedback is essential. Thank you in advance.

| * !n | dicates required question  |   |
|------|--|---|
| 1.   | Email *  |   |
| 2.   | What is your child's last name? *  |   |
| 3.   | What is your child's first name? *   |   |
|      | ou have more than one child in 8th grade, p<br>grade. If not, please skip ahead. | ease fill out below for your other child ir |
| 4.   | What is your 2nd child's last name?  |   |
| 5.   | What is your 2nd child's first name?   |   |
|      |  |   |

| 6. | Would your child(ren) be interested in going on (and would you be willing to support them going on) an overnight spring trip with their peers?   |  |  |
|----|--|--|--|
|    | Mark only one oval.  |  |  |
|    | Yes  |  |  |
|    | Other:   |  |  |
| 7. | Our lowest quoted price is currently \$1006.00 for three days in Washington D.C. * and half a day at Gettysburg National Military Park (traveling by coach bus) starting the Tuesday after Memorial Day in May. How would you describe this price point relative to your family? |  |  |
|    | Mark only one oval.  |  |  |
|    | Far too expensive for us – I wouldn't be able to send my child(ren) at this price without significant financial support.   |  |  |
|    | More expensive than I had hoped, but with some financial assistance, we could make it work.  |  |  |
|    | Within our finances and we could send our child(ren) with minimal financial assistance   |  |  |
|    | Expected it to be about this price or higher but can make it work without any financial assistance.  |  |  |
|    | Within our finances and we could actually donate extra to support others who may need financial assistance.  |  |  |
| 8. | As far as an overnight trip, my child(ren) would prefer(check all that apply).   |  |  |
|    | Check all that apply.  |  |  |
|    | Just staying in Washington, D.C.   |  |  |
|    | D.C. and an additional stop like Gettysburg  |  |  |
|    | Other:   |  |  |



Jason Peledge <jpeledge@lincnet.org>

#### **Grade 8 Spring Trip Update**

1 message

Jay Peledge jpeledge@lincnet.org>
Reply-To: Jay Peledge jpeledge@lincnet.org>
To: jpeledge@lincnet.org

Wed, Oct 9, 2024 at 9:20 PM

Good evening Lincoln School Grade 8 families,

I'm reaching out with an update regarding the proposed overnight spring trip for our grade 8 students. Thank you to those who completed our survey to help us determine if this is a trip we'd work to move forward. If you have not already filled it out for your child(ren), please feel free to still complete the survey.

Given the results thus far, there is strong interest in kids attending, so we are going to move forward with next steps. I'm next working with our company contact on setting up a virtual family information session; I'm hoping that will be set up the week of Oct. 21. I will follow up with more details once they're finalized.

We'll also be in need of interested caregivers in being part of a fundraising committee as fundraising success will be **critical** in making the trip a reality for all who want to attend. If you are interested, <u>please send me an email</u>.

If you have any further questions, feel free to reach out.

Have a good night,

Jay

Lincoln Public Schools would like to continue connecting with you via email. If you prefer to be removed from our list, please contact Lincoln Public Schools directly. To stop receiving all email messages distributed through our SchoolMessenger service, follow this link and confirm: Unsubscribe

SchoolMessenger is a notification service used by the nation's leading school systems to connect with parents, students and staff through voice, SMS text, email, and social media.



Jason Peledge <jpeledge@lincnet.org>

#### **Grade 8 Spring Trip Informational Meeting**

1 message

Jay Peledge jpeledge@lincnet.org>
Reply-To: Jay Peledge jpeledge@lincnet.org>
To: jpeledge@lincnet.org

Sun, Oct 27, 2024 at 6:45 PM

Good evening Grade 8 Families,

We have scheduled a virtual meeting with our Grade 8 overnight spring trip vendor, Explorica, for this Tuesday night, Oct. 29, starting at 6:15PM. I expect it to run between 30-45 minutes. We will review the trip details, provide information on how to enroll, and discuss some financial aid options. After the meeting, a copy of the slide deck used will be shared.

Family Informational Meeting for Gr. 8 Spring Trip

Tuesday, October 29 · 6:15 - 7:00pm

Time zone: America/Toronto Google Meet joining info

Video call link: https://meet.google.com/ouh-awba-sfu Or dial: (US) +1 301-539-2615 PIN: 977 183 266#

More phone numbers: https://tel.meet/ouh-awba-sfu?pin=4947277078202

We hope you can join us!

Jay Peledge, Principal

Lincoln Public Schools would like to continue connecting with you via email. If you prefer to be removed from our list, please contact Lincoln Public Schools directly. To stop receiving all email messages distributed through our SchoolMessenger service, follow this link and confirm:

Unsubscribe

SchoolMessenger is a notification service used by the nation's leading school systems to connect with parents, students and staff through voice, SMS text, email, and social media.

### Gr. 8 Overnight Trip Experience

| We, the parents (guardians) of  |                                      |  |  |  |  |
|---|--------------------------------------|--|--|--|--|
| (name of student)   |                                      |  |  |  |  |
| student at the Lincoln School, would like to give our child the opportunity to participate in the grade 8 overnight trip that you are sponsoring and conducting for the benefit, education, and enjoyment of students in the Lincoln Public Schools from June 2, 2025-June 5, 2025.   |                                      |  |  |  |  |
| We realize that our child's participation in this program may involve some risk of personal injury to our child and damage to our property; therefore, we, on behalf of our child and ourselves, hereby release the Lincoln Public Schools and its employees from any loss to us that results from our child's participation in this program.   |                                      |  |  |  |  |
| We hereby grant the Lincoln Public Schools and its employees full author actions they may consider to be warranted under the circumstances regarsafety of our child, and we authorize them to obtain the necessary medicatreatment for our child, without further consent and at our expense, from a doctor.  | rding the health and al services and |  |  |  |  |
| We understand that this is a supervised school program and that group standards of conduct must be observed. We will instruct our child to comply at all times with the Lincoln School rules, standards, and instructions for student behavior. We agree that the Lincoln Public Schools, and its employees shall have the right to enforce appropriate standards of conduct and that they may, at any time, terminate our child's participation in this program for failure to behave according to these standards or for any actions of conduct which they consider to be incompatible with the interests, comfort, and welfare of other students in the program or its supervisors. If our child's participation is terminated, we consent to his or her being sent home at our expense. |                                      |  |  |  |  |
| Our signatures below indicate that we have read and freely signed this ag   | greement.                            |  |  |  |  |
| IMPORTANTPLEASE READ ENTIRE AGREEMENT BEFORE SIGNING.   |                                      |  |  |  |  |
| (Signature of parent/guardian)  | Date                                 |  |  |  |  |
| (Signature of parent/quardian)  | Date                                 |  |  |  |  |

#### **Help Support the Grade 8 Overnight Trip**

#### FUN COMMUNITY EVENTS FOR A GOOD CAUSE!

After a hiatus from COVID, LPS is restarting the 8th grade trip to Washington D.C. this year! To help defray costs, 8th graders and parents have organized several community events (please see the Save the Dates below). First up is an evening just for grown-ups! On March 16, from 7-9PM, dazzle friends with your uncanny ability to recall random factoids at Trivia Night.

Location has changed to the Painted Burro in Waltham; \$45 gets you admission and appetizers. Come as a team (up to 6) or ready to join one! Trivia goers also get an exclusive first look at items that our generous Lincoln community and 8th graders have donated, which will be available through an online auction. Auction will open to the public afterwards. Register now, as spots are limited!





#### **Rock of Ages Coming Soon!**

## <u>Lincoln School presents Rock of Ages Youth Edition:</u> Wed., Mar. 19, 3pm, & Thurs. - Sat., Mar. 20 - 22, 7pm

Tickets at the door from 30 minutes before showtime. This family-friendly version of the Broadway show features a soundtrack of great songs from the 80s and a classic musical theatre

#### **Ogden Codman Trust**

Verrill Dana LLP One Federal Street, 20th Floor Boston, MA 02110

#### Trustees:

Michael F. O'Connell, Esq. Verrill Dana LLP

Stacie Kosinski, Esq. Verrill Dana LLP

Susan T. Monahan Grants Coordinator smonahan@verrill-law.com (617) 951-1108

March 5, 2025

Jason Peledge Principal Lincoln School 5-8 6 Ballfield Rd. Lincoln, MA 01773

RE: Lincoln School Grade June 2025 Grade 8 trip to Washington and Gettysburg

Dear Jason:

On behalf of the trustees of the Codman Trust, I am pleased to confirm that your request for a \$10,000 grant to provide financial assistance for Grade 8 students to attend the June trip to Washington and Gettysburg has been approved. Our grant check, payable to The Lincoln Public Schools, along with a copy of this letter has been sent to:

Angela Wang, Director of Business and Finance **Lincoln Public Schools** Hartwell Building 6 Ballfield, Rd. Lincoln, MA 01773

Grant funds shall be expended for the project identified above and, at this time shall not be expended for any other purpose. In the event that your organization does not expend all the grant funds for this project, the trustees shall be notified and it will be their discretion whether to direct your organization to retain or return these grant funds.

Please email me at smonahan@verrill-law.com to acknowledge receipt of this grant.

Sometime after school lets out for the summer, we would appreciate receiving a brief report on the trip.

All the best.

Sincerely

Trustee

**Enclosure** 

Cc: Michael F. O'Connell, Esq., Trustee

Stacie Kosinski, Esq., Trustee

Angela Wang, Director of Business and Finance, Lincoln Public Schools