



## NM MESA Inc. 2026 SENIOR INCENTIVE FIELD TRIP GENERAL INFORMATION- STUDENT & PARENT MEETING

NM MESA Seniors have been selected for this trip because of their excellence in many areas including maturity. We traditionally have very few problems on this trip. Students must follow the following regulations and directions. In addition, students will also be provided with further instructions given by the NM MESA staff during the trip in which they are expected to follow or face the possibility of being sent home at their parent's expense. Please understand how crucial being on time and following instructions is for this trip.

### YOUR CHAPERONES:

#### SIFT TRIP COORDINATOR

Anita Gonzales  
Deputy Director  
Email: [anita@nmmesa.org](mailto:anita@nmmesa.org)  
Office: 505-454-3027 or 866-614-2487  
Cell: 505-718-9517  
Fax: 877-464-6642

#### SIFT TRIP ASST. COORDINATOR

Andrea Manzanares  
Email: [amanzanares@nmmesa.org](mailto:amanzanares@nmmesa.org)  
Cell: 505-310-7449

### EMERGENCY

In the event of an emergency, parents can contact your child by calling the NM MESA Statewide office in Albuquerque. The office will then contact the SIFT On Site Trip Coordinator(s). Or please call any of the On Site Staff Cell Numbers above.

**Office Phone: (505) 366-2506-Ling Faith Heuertz; Cell Phone: (505) 238-2068**

### PAYMENT INFORMATION

**March 9, 2026: Full Payment DUE to the NM MESA Main Office (Students \$500, Advisors \$350).**

- *NOTE: Payment Can be a Check, Purchase Order, or Money Order made payable to NM MESA. Also, we now have the ability to accept credit card payments via our website. In comment section, please write student name and school so we know where to attribute payment.*
- ***NO REFUNDS will be made for any deposit/payments for this trip***
- *Submittal Information:*
  - Web Address (CC Payment): <https://www.nmmesa.org/events/event-payment/>
  - To send Purchase Order: [anita@nmmesa.org](mailto:anita@nmmesa.org)
  - To Mail: NM MESA, Inc.  
PO Box 21477  
Albuquerque, NM 87154  
Fax: 877-464-6642  
[www.nmmesa.org](http://www.nmmesa.org)

### GROUP INFORMATION

Each group will contain 5 students and may be changed as any attendees change. These groups will be used for activity groups.

- All groups will have 1 primary chaperone with a secondary NM MESA Staff Chaperone
- Any specific requests please get to Trip Coordinator
- **As we get closer to the event, the event website will have group information, final agendas, and rooming lists.**

### FLIGHT INFORMATION

- Departure: Monday, March 30 @ 5:10 AM. Southwest Flight #0107/1544 (Dallas Layover). **Arrive at the ABQ Support by 4:00 AM**
- Arrival: Friday, April 3 @ 6:45 PM Southwest Flight #0747/1312 (Burbank Layover).
- All flights are Albuquerque (ABQ)-Nashville International Airport (BNA)

NOTES:

- Must have valid Government ID for Check In (REAL ID Required for 18+)
- NM MESA needs your LEGAL name (what's on ID) AND your birthdate. You'll enter in attendance survey at the end of the meeting.
- Meet at the NM MESA Group in front of the SW Counters
- Carry-on's cannot have liquids or gels more than 3 oz. and must be placed in a clear plastic bag
- This includes lip glosses, purse items, etc. and it means no full water bottles.
- For a current and complete list of prohibited and allowed flight items visit: <http://www.tsa.gov>
- NEW: If your student will be transporting themselves to or from the airport, NM MESA will need a copy of a notarized release 1 week prior to the trip.

### **LUGGAGE RESTRICTIONS**

- One piece of average-size luggage, not more than 50 Pounds - \$35/bag/each way paid by attendee
- One average-size carry-on bag/ backpack - FREE
- One personal item (purse, etc). Laptops are NOT encouraged - FREE

**NM MESA is NOT RESPONSIBLE FOR ANY LOST OR STOLEN ITEMS!!!**

### **TRANSPORTATION INFORMATION**

With the size of our group, we will be traveling with (4) mini vans, 6 per van. Mini vans will be driven by adult chaperones on the trip.

### **COVID POLICY**

Currently there are no travel restrictions issued by NM PED or the State of New Mexico. When traveling, participants assume all risk associated with travel. Attendees are encouraged to wear face masks as desired and are encouraged to test prior to trip attendance if symptomatic. If unable to attend due to Covid illness, all attempts will be made to replace your spot on the trip to recoup costs, but it is not guaranteed. Most travel insurance policies do not cover Covid illness. The trip was designed to focus on outdoor education experiences and to mitigate risk by providing programming that is exclusive to our small group.

### **PLEASE SEE TRIP AGENDA:**

Please note that the agenda is subject to change. Current agendas will be posted as able on the event website.

### **ITEMS TO REMEMBER**

- Something to read/do on the plane ride (electronic devices, homework, crossword puzzles)
- School identification card if you have. Some locations may need to verify student status, especially if under 18 and do not have REAL ID compliant identification. Also, used as a backup form of ID.
- Calling card /info (if necessary) or cell phone
- Nausea medicine-HIGHLY RECOMMENDED (for motion sickness-plane, boat)
- Empty Water bottle (water at some of our destinations might be expensive and you can't take water past security). *NM MESA will provide one.*
- Small Bag/Backpack (we will be gone for the day from hotel). *NM MESA will provide a crossbody bag.*
- Comfortable clothes for travel
- Extra shoes
- Ear plugs/eye mask (for sleeping as needed)
- Weather Item: Sunscreen & Sunglasses, Umbrella/Light rain protection
- Bug Spray
- Camera, Memory Card, Batteries/Charger, etc.
- Light Jacket and Hat
- Swimwear, shoes, and towel – Will verify hotel pools
- Any snacks or special dietary requirements
- Extra pair of contacts/glasses
- Face masks or covers as desired
- NM MESA will provide: trip bag, water bottle, and trip shirt for activities.

### **CLOTHING**

### GENERAL CLOTHING & ITEMS TO TAKE TO LOCATION

- Appropriate length shorts recommended for most days with 1 pair of “nice” jeans/pants for Huntsville Day.
- Comfortable shoes and clothing. We will be walking A LOT! Flat, closed-toe/ no heel shoes are suggested (i.e. canvas/ tennis shoes). Dress code may require a pair of closed toe shoes.
- Small bag/backpack: money, camera, sun items, water bottle, etc.
- Appropriate clothing only (no profanity, vulgarity, sloppy, revealing, etc.).
- Some areas may not allow pictures and cell phones are to be OFF.

*Those not dressed properly will not participate in a activity if particular dress is required.*

### GENERAL NOTES

- You may dress as you wish as long as it is mature & appropriate.
- We trust your judgment BUT reserve the right to correct your dress if needed.

### **MONEY**

#### **We suggest that each student bring \$150.00 - \$250.00 in spending money**

- Students will be responsible for 6 meals along with optional items such as: airport snacks/meals, extra snacks, souvenirs, etc.
- Food and souvenirs at locations (airport) can be expensive (a cheap burger may be \$10.00, water may be \$3.00).
- Parents please discuss SAFE MONEY CARRYING PRACTICES with your student. It is vital that students understand how to be safe with their photo ID & spending money.
- We suggest that 1/2+ of the spending money be in a form of payment that is readily accepted & replaceable if necessary. Please don't bring all cash or all credit/debit card.
- Budgeting is a necessity so that one will have enough money for the entire trip; do not lend money to anyone.
- If any student gets into financial trouble, they must talk to the trip coordinator immediately.
- Plan to pay for any luggage fees with a credit card

### **HOTEL INFORMATION:**

- 1 Embassy Suites by Hilton Vanderbilt  
1811 Broadway  
Nashville, TN 37203
- 2 Home2 Suites by Hilton Huntsville/Research Park  
7010 Cabela Dr.  
Huntsville, AL 35806

- Students will be housed up to 4 per room of same gender. Advisors up to 2 per room of same gender.
- Rooms have 2 double beds + Separate Living Area with Pull Out Couch
- Coffee maker, iron/board, hairdryer, kitchenette area
- Pool TBD
- On site fitness center
- Business Center, laundry room, On site convenience store, and free wireless internet

### **GENERAL SIFT RULES**

***ALL RULES MUST BE FOLLOWED BY BOTH STUDENT AND CHAPERONE! FAILURE TO DO SO COULD RESULT IN TERMINATION FROM THE TRIP AT YOUR EXPENSE!***

### **FLIGHT/TRANSPORT RULES:**

- Stay in groups or pairs, DO NOT go ANYWHERE alone.
- Stay close to your assigned group/chaperone in airport.
- When using public transportation, follow chaperone.

### **HOTEL RULES:**

- Room assignments are final! If you have a request it must be submitted to trip coordinator ASAP.
- Students and chaperones MUST remain on hotel grounds upon returning from each day's activities
- Students need to be in constant communication with chaperone
- Students are NOT allowed out of their room after lights out!

**STUDENT RESPONSIBILITIES:**

- Always carry your ID
- Passes and Meal Vouchers are non-replaceable by MESA. If you lose any pass or voucher given to you, you will be responsible for full replacement cost.
- Represent MESA's finest students & have fun!
- You are responsible for all of your belongings. Any expense incurred to ship lost items or retrieve lost/left items will be at the cost of the individual.

**ADVISOR RESPONSIBILITIES:**

- Know where your students are at ALL TIMES
- DO NOT assign another chaperone to watch your students unless approved
- Do not alter or deviate from the MESA itinerary at ANY time
- Room checks and other supervisory duties of your assigned students

*NOTE: There are specific times where students will be allowed to explore items with a group of students under supervision rules. Students will need to be mindful of check in limitations and safety rules.*

**PAPERWORK**

**STUDENTS & PARENTS** In addition to payment, please complete and turn-in the following

- A-3 Student & Parent Field Trip Agreement Forms (Front & Back) by February 20
  - Online option
- Copy of Insurance Card (Front & Back) by February 20
- Attendance Contract by February 20
- Grade Check by March 14
- Notarized Travel Release (if needed) 1 week prior

**ADVISORS ATTENDING TRIP:** All of the above in addition to the following.

- Completed & signed B-5 Form by February 20