

2012 Marching Band Trip Proposal

2011-2012 Southmoreland Marching Band
Prepared by Band Director and Supervisor- Jamie Gore

**For review by Dr. John Molnar, Dr. Tim Scott,
Mr. Daniel Krofcheck, Mrs. Tawnia St. Amant,
Mr. Vincent Mascia, School Board and Administration**

*Williamsburg, VA
Busch Gardens, Williamsburg
Smithsonian Museums, Washington D.C.*

Friday, May 4, 2012-Sunday, May 6, 2012



*Packet includes:
Trip Itinerary
Total cost
Funding opportunities
Educational Benefits
Student Safety Plan
Travel Agency Information*

Trip Itinerary

Thursday, April, 26, 2012

5:30pm- Parent/Student meeting. SHS Band room. All must attend. Medicines and medical forms may be turned in at this time. Medicines and medical forms must be clearly labeled with student name and checked in with nurse. (Last date to register meds is on the day of luggage check-in). Written directions must be included (students name, dose, time of distribution, special notes.) Certified nurse will be present to verify.

Also a chaperone/staff meeting will be occur briefly following the band booster meeting on Monday, April 30, 2012.

Thursday, May 3, 2012

2:30-5:00pm- Luggage/Medical form and Medications/ Birth Certificate drop off. All bags and cases must be present. One small carry-on will be permitted on the morning of departure. It will be checked by the designated band parent/staff member.

All bags will be checked by the band director and a band parent in the sight of the luggage owner/band member. All bags will then be verified by signature of the an adult, tagged and stored in a locked room until loaded on the morning of departure. In the event that any prohibited item(s) are found, the student will not be permitted to attend the trip. Students will not be reimbursed for the trip expenses and will be subject to school policy and regulations.

Parents have the option to provide labeled envelopes with cash. This is a service that is provided to insure proper spending of funds/allowances. The money must be in labeled envelopes (no more than one each day). A signature of the parent must be on the sealed envelope flap. Envelopes will be distributed only one time per day. A designated chaperone will handle the monetary distribution. All funds will be kept in a locked box that is hidden in an adults room.

Friday, May 4, 2012

5:10am Director/Staff/Chaperone arrival to SHS.
5:30am **Arrive at Southmoreland High School Bandroom.** Attendance taken promptly. Review rules and last minute checks.
5:40am Load bags under coach bus. Must verify with designated chaperone.
5:55am Attendance taken by band director. Depart from SHS.
6:00am Depart SHS!
8:30am Breakfast/Comfort stop for driver and students (listed under PA 10 hour rule. There is a mandatory rest stop every 3-4 hours of driving.)
Distribute money before departing from the bus.
Attendance taken by band director. Depart rest stop.
12:15pm Meal en route. Attendance taken by band director. Depart lunch stop.
2:00pm Arrive in Colonial Williamsburg. Walk-through/tours around town.
5:30pm Depart Williamsburg for dinner.
6:00pm Dinner at Golden Corral.
8:30pm Check in at hotel. Bus unloads/ room assignments. Free time if allowed.
11:00pm *Room checks and Goodnight! Security officers on duty.

Saturday, May 5, 2012

6:30am Chaperone wake students.
7:00-8:30am Buffet breakfast at hotel.
Attendance taken by band director. Depart hotel.
9:00am Depart for Busch Gardens.
10:00am Arrive at Busch Gardens. Performance then park activities!
Distribution of monetary envelopes.
Reminder of check in time and regulations (i.e. groups of 4)
*Individual group check in as scheduled throughout day. Arranged with chaperone. Must then contact band director upon physical sight and verification of student presence and well-being.
*Band director check in.
*Chaperone meets with group at designated area. Board bus. Attendance taken by band director. Depart park.
10:00pm Return to hotel.
11:00pm *Room checks and Goodnight! Security officers on duty.

Sunday, May 6, 2012

6:00am	Chaperone wake students.
7:00am	Buffet breakfast at hotel (included).
7:45am	Check out/load luggage.
8:00am	Load bus and depart for Washington D.C. Attendance taken. Distribute Money Envelopes.
11:30am	Arrive in Washington D.C. Tour Smithsonian Museums- National History/American History OR National Air & Space Museum. Lunch at Museums.
3:00pm	Depart for home! *Attendance taken by band director. Depart for SHS. (Drive by South lawn of the White House)
6:00pm	Quick Meal en route.
8:30pm	Bus returns to SHS. Unpack instruments and luggage.
8:45pm	*Student pick-up.

Total Cost

Total price includes:

- Video motor coach transportation
- 2 nights hotel lodging
- Taxes and Gratuity on Included Items
- Colonial Williamsburg Attractions
- Busch Gardens Admission (Theme Park)
- Smithsonian Museums Visit
- Two Buffet Breakfasts
- Dinner at Golden Corral
- Money toward meal cost (\$10 for both breakfast and lunch on 5/4/12, \$10 to lunch at Busch Gardens and \$20 for dinner, \$10 toward both lunch and dinner on 4/6/12)

Students are responsible for:

Any expenses incurred at the hotel, souvenirs or additional costs toward food purchases (all meals are included this is only for additional snacks.)

Funding opportunities

There have been a wide variety of fund raising opportunities at this point. These include: numerous car washes, Joe Corbi pizza, Tupperware, attire, Schwan's, wreathes, etc. There will be an additional number of fundraising opportunities presented prior to and during payment installments. Students have the option to fund raise in full, pay a portion in addition to completing fund raisers or paying for the trip in full.

Educational Benefits

Students will be given the opportunity to visit and experience the history of Niagara Falls. Students are given the opportunity to visit and engage in one of the world's powerful natural wonders.

Students will have the opportunity to not only see a live dinner theatre experience but will have the opportunity to visit with and question performers and musicians following the show. The best way to understand a career in music performance is to talk with the people who live the life.

Students are being rewarded for a hard working, devoted season that was filled with many challenges. This is a benefit that could reward dedication and embraces education. This year the group was the tightest it has been in terms of embracing and supporting one another.

Students have the opportunity to travel. Though it may sound overrated, many students have not traveled beyond state borders and some, unfortunately may not have that opportunity. This allows students to experience our nation in a safe, educational manner. Students will be well supervised.

Students have the chance to visit great tourist areas at Niagara Falls. The maid of the mist is an educational tour as is the Butterfly Conservatory tour.

Student Safety Plan

Student bags/cases will be checked to intersect any potential situations.

All private student information (medical forms, birth certificate, etc) will be kept in locked boxes in secure locations. Information will only be accessed when necessary.

Students will have labeled medication provided by a parent/doctor with specific instructions. This will be collected in advance of the trip to ensure that any uncertainties may be cleared up well in advance to departure.

Students will be assigned in 4-6 member groups to a chaperone.

Chaperones have been selected by the band director. They have act 35 and act 151 clearances. These will be compiled and submitted for approval to the board, principals and administration within a month advance of departure. In addition, these parents have had experience chaperoning this group of students.

There is a minimum of five chaperones and four staff members accompanying the trip. Among these individuals are:

The band director (female) - a school employee, accountable for all final decisions and the responsibility of student safety and accountability on the trip.

The assistant band director (male)-long time staff member that has accompanied nearly all band trips under the previous two band directors.

The staff- includes two individuals (two male) that are employed as supplemental employees of Southmoreland. Male is currently a band director of a small school in

Greene county and the other male is a long term-substitute teacher at Connellsville Junior High West and has subbed for Southmoreland.

Chaperones include multiple males and females. Among the chaperones are two female nurses and a secretary in Southmoreland school district.

The hotel rooms will not have pass through doors. There are no outside doors that connect and all empty into the same corridor. Chaperone rooms will border student rooms and staff rooms will be interspersed throughout the hall. Rooms will be separated by gender. Male rooms will be located at one end of the hall and females at the opposite end. There will be no more than four students per room and no less than two students. Arrangements will be made that student rooms do not have internet access and landline phone service is not available.

There will be designated check-in times with chaperones, staff and/or band director.

Attendance will be taken before every departure.

All extensive travel will be done during daylight hours. This allows clear visibility of student actions on the bus. Chaperones and staff will be located at both ends of the bus and in the center to curtail any possible altercations.

Medical kits and forms will travel with chaperones and staff at all locations.

Students will never be permitted in less than 4- SHS student member groups. Students are not permitted to walk with parents/friends that may accompany the trip outside of their group.

Each student group will have one individual responsible for the room key (second copy kept with designated chaperone/staff/director).

Chaperones will check lights-out and wake students in the morning.

All students will be given the opportunity to have food and drink readily available.

Cell phone numbers of certain chaperones/staff will be distributed to students. They will be permitted to keep phones in the park for emergency situations only.

All check-ins must be done in person. At this time, if a designated chaperone feels any uncertainty of group behavior or well-being the band director will be contacted to address the situation.

Any student found in violation of school policy will be subject to district policy. Each event will be handled on an individual basis.

The travel agent is a specialist who is well experience in group travel. She has a great record of being a safe driver and knowledgeable travel guide.

Consent Form MUST BE RETURNED BY Trip Payment #2

Payment #1	\$75.00 w/ consent and payment form	December 5, 2011
Payment #2	\$75.00w/ payment form	January 9, 2012
Payment #3	\$100.00w/ payment form	February 13, 2011
Payment #4	\$100.00w payment form	March 19, 2011

Consent Form of

_____ *Printed Student Name*

As the band member and the signing parent/guardian, we have both read and understand all information as set forth in this document. Any fees that are incurred through misconduct or inappropriate actions on the 2012 Southmoreland marching band trip will be at the expense of the student/guardian, depending on the situation. In the event of inappropriate actions, the student will be sent home with administrative approval at the expense of the parent/guardian. This may include costs of transporting a chaperone in addition.

In signing, both the band member and parent/guardian, acknowledge the consent to follow all guidelines as established by the band director and staff in accordance with policies at each individual destination. Students should also attend school the on May 3rd and May 7th, 2012 unless legally excused.

In signing this form, this verifies parent/guardian and band member to abide by all rules contained within this document and made at the discretion of Southmoreland marching band staff and administration.

Band Member _____ Date _____

Parent/Guardian _____ Date _____

Relationship to band member _____
(*Must be parent or primary guardian*)

Consent Form MUST BE RETURNED BY Trip Payment #1