



## VISUAL & PERFORMING ARTS

Plymouth Public Schools  
117 Long Pond Road  
Plymouth, MA 02360  
Phone: 508-830-4469  
Fax: 508-830-4467

Michael Caple  
Coordinator

Sarah Reichert  
Secretary

Washington, D.C.  
Performance, Cultural, Study Tour  
April 20-23, 2017

Plymouth Public Schools High Schools  
Choral Ensembles

Trip Info Packet

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### **Plymouth North & South High Schools Choir Trip** **Washington DC with Music in the Parks and** **Kings Dominion** **4 Days 3 Nights**

#### Thursday, April 20, 2017-Day 1:

- 10:00 a.m.** *Depart from Plymouth South High School, Plymouth, MA for Hanover, MD. Approx. 7.5 hrs. driving time depending on traffic.*
- p.m.** *Highway stop along the way for lunch on your own.*
- 6:30 p.m.** *Arrive at Medieval Times.*
- 7:30 p.m.** *Dinner and Tournament Show at Medieval Times with the Chancellor Package, located in the Arundel Mills Mall, subject to schedule and availability. In a building resembling an old European castle, visitors are treated as guests of a royal family. Serfs and wenches serve dinner during an arena performance of knights on horseback catching flags, piercing rings, throwing javelins and fighting with swords. The show is approx. 2 hr.*  
***Bill of Fare Includes:** Garlic Bread, Tomato Bisque Soup, Oven Roasted Chicken, Spare Rib, Herb-basted potato, Pastry of the Castle and 2 servings of fresh filtered water or select Pepsi products during the meal and coffee after the meal. Menu subject to change.*  
***Vegetarian Bill of Fare:** Garlic bread, Tomato Bisque soup, vegetable lasagna with side of steamed vegetables and the Pastry of the castle and 2 servings of fresh filtered water or select Pepsi products during the meal and coffee after the meal. Menu items subject to change.*
- \*** *The Chancellor Package includes a cheering Banner, Group Photo and a commemorative Program per person.*
- 9:30 p.m.** *Depart for a local hotel in VA such as a Hampton Inn or equivalent, subject to availability.*
- 11:00 p.m.** *Approx. time of arrival at the hotel. Time to check in.*
- 11:30p.m.-5:30a.m.** *Extra Hotel Security (1 roaming Guard).*

#### Friday, April 21, 2017-Day 2:

- 8:00 a.m.** *Flow in to breakfast area for Deluxe Continental Breakfast at the hotel.*
- 9:00 a.m.** *Depart for Washington DC.*
- 10:00 a.m.** *Arrive for Tour of the US Capitol, subject to availability. The United States Capitol is a monument, a working legislative building and one of the most recognizable symbols of democracy in the world.*  
*General visiting hours are Monday through Saturday 9 am – 4:30 pm.*
- p.m.** *Lunch on your own.*
- p.m.** *Set up for performances at Lincoln Memorial, Sylvan Stage, Jefferson Memorial or WWII Memorial, subject to schedule and availability.*
- p.m.** *Performances for your choirs (3).*

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- p.m.** *Visit the Smithsonian National Museum of Air and Space – open until 7:30 pm on this date in 2016. Hours may vary in 2017. It is located at 7th St. and Independence Ave. S.W. The Museum is devoted to the history and development of air and space technology and is one of the world's most popular museums. The focal Milestones of Flight gallery displays such historically important items as the Wright brothers' 1903 Flyer, Charles Lindbergh's Spirit of St. Louis, Chuck Yeager's Bell X-1, John Glenn's spacecraft Friendship 7, the Apollo 11 Command Module and a Viking Mars Lander.*
- 6:30 p.m.** *Dinner at the Hard Rock Café (or Uno Chicago), subject to availability.*
- 7:30 p.m.** *2 hour Guided Walking Illumination Tour with two guides. The illuminated tour provides a unique perspective to visitors as they witness DC by night, when the memorials in their splendor. Drive past the following memorials: Lincoln Memorial, Jefferson Memorial, FDR Memorial, Iwo Jima Memorial, WWII Memorial, Kennedy Center, Drive by Capitol & White House and Martin Luther King Jr. Memorial. Time for picture taking on own.*
- Note:** *In the event of inclement weather, you will have a guided bus tour.*
- 9:30 p.m.** *Depart for the hotel.*
- 10:30 p.m.** *Approx. time of arrival at the hotel.*
- 11p.m.-5 a.m.** *Extra Hotel Security (1 roaming Guard).*

### Saturday, April 22, 2017-Day 3:

- 6:30 a.m.** *Flow in to breakfast area for Deluxe Continental Breakfast at the hotel.*
- 8:00 a.m.** *Depart for a local school for competition with Music in the Parks, subject to festival schedule.*
- 10:00 a.m.** *Competition for 2-3 choral groups, subject to festival schedule.*
- 12:30 p.m.** *Depart for KINGS DOMINION THEME PARK in Doswell, VA.*
- 1:30 p.m.** *Spend the day in the park with lunch on own.  
Meal voucher for dinner in the park.*
- p.m.** *Award ceremony in the park, subject to festival schedule.*
- 10:00 p.m.** *The Park closes, subject to park schedule. Depart for the hotel.*
- 11:30 p.m.** *Arrive.*
- 11:45p.m.-5:45 a.m.** *Extra Hotel Security (1 roaming Guard).*

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### Sunday, April 23, 2017-Day 4:

- 8:00 a.m.**     *Flow in to breakfast area for Deluxe Continental Breakfast at the hotel.*
- 9:00 a.m.**     *Depart for Washington DC.*
- 10:00 a.m.**    *Arrive at Lafayette Square in Washington DC for picture taking on own with the White House as the backdrop!*
- 11:00 a.m.**    *Visit The National Museum of American History, 14<sup>th</sup> Street/Constitution Ave., NW, Washington, DC, devoted to the scientific, cultural, social, technological, and political development of the United States. Highlights Star-Spangled Banner, the flag that inspired the national anthem; Washington's uniform; Jefferson's lap desk; Dorothy's ruby slippers; family programs.*  
*Hours: 10 a.m. - 5:30 p.m. daily. FREE.*  
*Lunch on your own.*
- 1:00 p.m.**     *Depart for your school. Approx. 7.5 hrs. driving time.*
- p.m.**        *Highway stop along the way for dinner on your own.*
- 10:00 p.m.**    *Approx. time of arrival at your school.*

### The tour includes:

*Deluxe motorcoach transportation*  
*3 nights hotel accommodations*  
*3 deluxe continental breakfasts*  
*1 dinner at Medieval Times with Chancellor Package*  
*1 dinner at the Hard Rock Café, subject to availability*  
*Competition and award ceremony with Music in the Parks*  
*Visit the Smithsonian Museums*  
*1 performance to be arranged, subject to availability*  
*2 hour guided walking illumination tour of Washington DC with two guides*  
**Admission to Kings Dominion**  
*1 meal coupon for dinner in the park*  
**Room(s) for the driver(s) to rest while the group is in the park**  
*3 nights extra hotel security (1 roaming guard)*  
*Tips for the drivers*

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### Proposed Payment Plans

**Plymouth High School Music Department Performance, Cultural, Study Tour  
Washington, D.C., April 2017**

Total estimated cost of trip (based on a goal of 135 students): \$81,675

Total cost per student, without fundraising: \$605

Total cost per student, \$15,000 raised: \$480

Total cost per student, \$10,000 raised: \$522

Total cost per student, \$5,000 raised: \$563

First Payment -- Monday, September 26 - \$125 (Initial deposit to hold spot on trip)

Second Payment -- Monday, November 14 - \$100

Third Payment -- Monday, January 9th - \$150

Fourth Payment -- Monday, February 6th - \$80 (could be lower depending on personal fundraising efforts)

Final Payment -- Monday, March 6th - up to \$150 (depending on personal fundraising efforts)

**All payments are non-refundable and are due on each respective payment deadline.**

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### Fundraiser Detail

#### **Plymouth High School Music Department Performance, Cultural, Study Tour Washington, D.C., April 2017**

Our fundraising goals for this trip allow for each student to raise about \$150 towards their trip payments, with the opportunities to raise much more. Many students raised \$200-\$300 towards their trip payments in 2015. Based on our fundraising plans, students could raise any amount, depending on their involvement and individual fundraising efforts. Listed below are the fundraisers that we plan to implement in order to meet that goal, and the estimated earnings from each program. The funds from some programs will be split evenly between all students (large events, private donations, grants), the funds from some programs will be split evenly among students who volunteered their time and efforts to them (small group services and events), and funds from some programs will go directly to the students who raised the funds (product sales, individual/pair services and events)

#### **Group Fundraisers – Funds split between all students**

- Game Night -- \$500 total
- Singing Competition -- \$500 total
- Trivia night (plus food, raffle, snacks) -- \$750 total
- Restaurant Nights, spread out (Red Robin, Moe's, 99) – about \$200 per event
- Grant Application -- \$2,000
- Private Donations/Concert Donations \$1,000

#### **Small Group Fundraisers – Funds split between participating students**

- Caroling (Winter) -- \$40 per house for 20 minutes of music, each night's net is divided by participating students
- Gift-Wrapping Service? (Winter) -- \$2 per gift, total amount split between participating students
- Children's Music Days -- \$500 total, split between participating students

#### **Individual Student Fundraisers – Funds raised individually by each student**

- Hilliard's Chocolates Fundraiser -- \$40 per student, per box of chocolate sold
- Students will sell 2+ boxes of Hilliard's chocolate bars. Each box costs \$40.00 and contains 40 chocolate bars, sold at \$2.00 a bar, netting a profit of \$40 per box. Last year, multiple students raised over \$200 dollars towards their trip with this fundraiser alone.

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## Student Behavior Guidelines and Expectations

### Plymouth High School Music Department Performance, Cultural, Study Tour

Washington, D.C., April 2017

#### Plymouth Public Schools: Code of Conduct

*"The Plymouth Public Schools believe that good school discipline promotes equal educational opportunity and a safe and effective educational environment.*

*Students need a safe and orderly environment in which to learn. Students have the responsibility to behave appropriately. Students may not disrupt the educational process, endanger or deprive others of their rights to an education.*

*Fair and reasonable procedures will be followed to assure students of their rights. Students must recognize that, to maintain an atmosphere conducive to learning, it is necessary for school officials to exercise reasonable authority."*

*-Plymouth Public Schools High School Student Handbook*

- 1) As a participant in the Plymouth Public Schools Choral Ensemble Cultural/Performance/ Study Tour, students represent Plymouth, Plymouth Public Schools Visual and Performing Arts Department, Plymouth North High School and Music Department or Plymouth South High School and Music Department, their parents/guardians and themselves. All behavior and demeanor should be above reproach.
- 2) All rules and regulations stated in the Student Handbook will be in effect throughout the duration of the trip. Please review the following policies which are of special importance on this trip:
  - Attitude, Behavior and Language
  - Public Displays of Affection
  - Anti-Bullying Policy
  - Harassment Policy
  - Student Sexual Harassment
  - Search and Seizure
  - Tobacco Use Policy
  - Use and/or Possession of Alcoholic Beverages or Drugs
  - Use of and/or Possession of Dangerous Objects

\*The Student Handbook is available for download at <http://www.plymouth.k12.ma.us>
- 3) All student handbags, backpacks, luggage, or other methods of carry will be searched.
- 4) No student may tamper with another person's personal belongings.
- 5) Students are not to leave their assigned hotel rooms for any reason after "lights out" each night. Phone numbers for chaperones and teachers will be made available to all students for emergency situations.
- 6) No student may separate from the group without the supervision of a chaperone at any time, for any reason.
- 7) The sponsoring teachers/coordinators hold the responsibility to send a student home for any of the following incidences:
  - Any violation of the School's policies on tobacco, alcoholic beverages, drugs, or dangerous objects
  - Any violation of the Behavior Guidelines and Expectations
  - Any act which in any way jeopardizes the safety or well-being of another student or oneself, or which hampers the progress of the trip.

**In such an occasion, the parent(s) or guardian(s) of the involved student(s) will be contacted and the student(s) will be sent home at the parent's/guardian's expense.**

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### **Student Qualifications for Participation**

**Plymouth High School Music Department Cultural, Performance, Study Tour  
Washington, D.C., April 2017**

Each student planning to attend the Plymouth High School Music Department Cultural, Performance, Study Tour to Washington, DC must meet all of the following criteria:

1. Currently enrolled as a member of a Plymouth High School vocal music performance ensemble(s).
2. Currently enrolled in and passing the equivalent of 20 credits with a minimum cumulative average of 70% by the 3<sup>rd</sup> quarter marking period;
3. Maintain a consistent attendance record at rehearsals and performances throughout the school year (an unexcused absence from a performance or more than two unexcused absences from rehearsals will result in disqualification from the trip);
4. Complete a Faculty Approval Form; and
5. Have no current suspendable offenses.

**Final decisions for student participation rest with the performing ensemble directors and the Plymouth North High School and Plymouth South High School administration.**



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## Plymouth Public Schools Choral Ensembles Washington, D.C. Performance, Cultural Study Tour Registration and Authorization Form

### To Register For The Washington, D.C. Trip

- Go to [www.pnhs-sings.com/dc-trip](http://www.pnhs-sings.com/dc-trip)
- Click on 'Trip Registration Google Form,' and with a parent/guardian, fill out the form with *all* information.  
**\*\*Incomplete forms will not be accepted\*\***
- Click on 'Four Winds Trip Registration.'
  - Enter the code 'PlymouthDC'
  - Fill out the requested information
  - If you would like to make payments via credit card, choose 'Card.'
  - If you would like to make payments via check to Mr. Grossman or Mr. Luciana, choose 'None'
- Return the bottom of this page to Mr. Grossman or Mr. Luciana

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#### **Authorization Form -- Please separate and Return to Mr. Grossman or Mr. Luciana**

By signing below, I verify that I have read I have read the Washington, D.C. Performance, Cultural Study Tour Packet and give, my child permission to attend April 20-23, 2017, and that all requested information has been accurately submitted via the Trip Registration Google Form.

\_\_\_\_\_  
(Parent's or Guardian's Signature)

\_\_\_\_\_  
(Student's Signature)

Date \_\_\_\_\_

Date \_\_\_\_\_

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## Chaperone Application

Plymouth High School Music Department Performance, Cultural, Study Tour  
Washington, DC – April 20-23, 2017

All chaperones must be one of the following:

- A. a parent/guardian of a Plymouth High Schools Music ensemble member or
- B. a Plymouth Public Schools administrator or staff member

Full Name: \_\_\_\_\_

Relation to Music Department: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender: M F

Please provide a brief statement detailing your experience as a chaperone or as a leader of high school-age students and why you would like to participate in this initiative.

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If needed, please fill out the attached Criminal Offender Record Information (CORI) Form and submit at Plymouth North High School, Plymouth South High School, or the Plymouth Public Schools Visual and Performing Arts Office. No application will be processed without an **approved CORI**.

The cost for all chaperones on the trip is a **fixed rate of \$325**. This should be paid in three **non-refundable** deposits:

- Monday, September 26, 2016: \$125
- Monday, November 14, 2016: \$100
- Monday, February 6, 2017: \$100

Checks should be made to:  
**PNHS SAF.**

Please return this application to Mr. Grossman or Mr. Luciana by **Tuesday, September 20th, 2016**. See next page for Procedures and Regulations for all chaperones.

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### Page 2 – Washington, D.C. Chaperone Application

#### Procedures and Responsibilities for All Chaperones While on the Trip

The level of student supervision of students on the Washington, D.C. trip is the same level of supervision of students required on school grounds.

- Teachers and chaperones must assume a 24-hour per day responsibility for students from the time they leave until the time they return. All chaperones will lead by example by adhering to the same code of conduct as the students.
- Chaperones are expected to follow the Student Handbook and Rules and the Student Behavior Guidelines and Expectations for the Washington, D.C. trip. All suspected violations should be reported (immediately) to a PPS VPA Staff Member.
- Chaperones must actively supervise – assist with loading and unloading of buses, setting up performances and keeping an accurate check on students assigned to their care.
- Chaperones may not retire until after all students are secure in their rooms, “lights out”, and the hotel security crew is in place.
- Medical Forms and Permission Slips for each student will be carried by the sponsoring teachers/coordinators. In the case of an accident, the medical release waivers shall be presented to the treating physician.
- Chaperones are required to report any illness or injury of students to a PPS VPA Staff Member immediately.

#### Priority Preferences for Chaperone Selection

1. Parent/Guardian of student from each grade level and each ensemble
2. No more than one chaperone per family
3. Previous leadership or support in Plymouth Schools Music Association
4. Final decisions will be made by sponsoring music teachers/directors, Visual and Performing Arts Coordinator and school administrators.