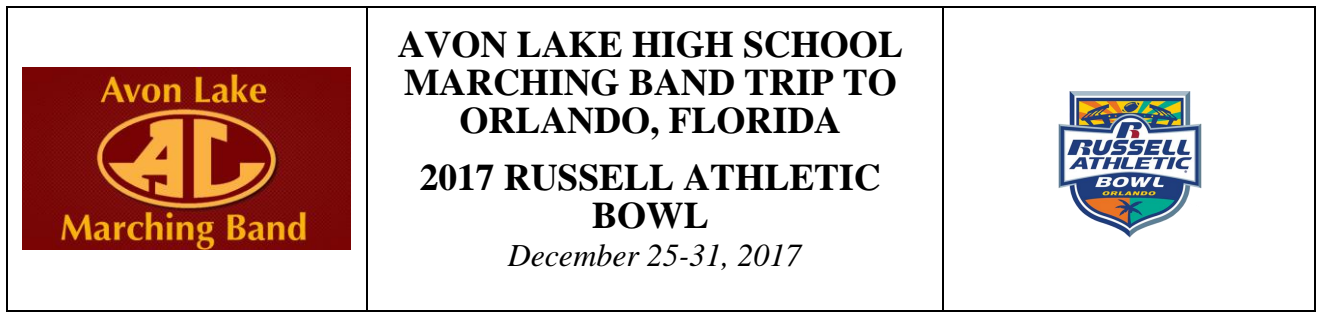


**AVON LAKE HIGH SCHOOL
MARCHING BAND
2017-18 FLORIDA TRIP**

December 25-December 31, 2017



**GENERAL
INFORMATION
PACKAGE**



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AVON LAKE BAND AIDS, INC.

175 Avon Belden Road
Avon Lake, OH 44012

January 18, 2017

Dear Parents and Students,

What a wonderful opportunity for our marching band to perform in the exciting atmosphere of a college bowl game! Participation in this game provides our band, school, and community the opportunity to be viewed on a national stage. The game and the activities that surround it will give our students memories to enjoy for a lifetime.

Knowing that our parents will have many questions about this trip, we have assembled this packet to assist all of us as we plan and prepare for next December. **Please keep this information for future reference.** We will continue to provide additional information as it becomes available to us.

Students will be offered numerous ways to raise the funds to go on this trip. It is our goal to provide enough activities for each of them to raise all of the money they need in order to go. Hopefully, all of our band members will want to attend, and we will help and encourage each of them to do so. I also know that there may be a few who choose not to go, and that is OK too.

If you have any questions or concerns, please feel free to contact me at any time, but most trip questions should be directed to Mrs. Lisa Rish, our Band Aids President, who has agreed to serve as our planning and communications coordinator. You may contact her at 440-823-8730. You may contact Mrs. Kim Thomas who has agreed to serve as our trip financial coordinator at 440-554-1313.

Sincerely,

David Eddleman,
Director of Bands
Avon Lake High School
175 Avon Belden Road
Avon Lake, OH 44012
440.933.6290 ext. 1503
david.eddleman@avonlakecityschools.org

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Tentative Itinerary

Monday, December 25th

- 10:00 PM 56 passenger motor coaches arrive at Avon Lake High School for loading.
- 11:00 PM Depart from Avon Lake High School on first class, air-conditioned, TV equipped MOTORCOACHES. Meals are on your own en route at the director's discretion. Rest stops are every 3 hours or as required by the drivers.

Tuesday, December 26th

- 9:00 PM Arrive at hotel; check-in to hotel

Wednesday, December 27th

- 7:00 AM Breakfast at hotel
- 8:00 AM Depart for massed band rehearsal
- 12:00 PM Box lunch provided and depart for Universal Studios
- 7:00 PM **Perform in Macy's Parade at Universal Studios**

Thursday, December 28th

- 7:30 AM BREAKFAST at the hotel
- 8:30 AM Depart for shopping and then lunch
- 1:00 PM Return to hotel, prepare for performance
- 2:00 PM Depart for Massed Band Rehearsal
- 5:30 PM **Russell Athletic Bowl Football Game and HALF-TIME PERFORMANCE**
- 8:30 PM Return to hotel

Friday, December 29th

- 8:00 AM BREAKFAST at hotel
- 9:00 AM Depart for Disney World
- 9:30 PM Return to hotel

Saturday, December 30th

- 7:30 AM BREAKFAST at hotel, checkout of hotel
- 9:00 AM Depart for Universal Studios
- 8:00 PM Depart for Avon Lake

Sunday, December 31st

- 6:00 PM Arrive at Avon Lake High School

(This is a tentative itinerary and subject to changes.)

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Orlando Trip Travel Guidelines

1. People will be watching you. Everywhere you go, be mature, responsible, and polite. You will be seen and conversations will be heard at the contest, game, rehearsals, restaurants, etc. Represent your school with dignity and class.
2. You will be advised as to what to wear for the contest, dance/awards ceremony, and free time. No shirts with questionable or inappropriate sayings, etc.
3. Bring one suitcase and one carry on bag for the trip. Both will need name tags. In the carry on, include sweatshirt/sweatpants. It can get cold on the bus.
4. Each student is responsible for uniform bag and shako box, instrument, and luggage. Be sure it is on the truck or the bus!
5. Remain seated while the bus is moving. You will be responsible for any improper treatment of the bus and for keeping your area of the bus clean.
6. Bus restrooms are for emergency use only. The drivers will be making rest room stops approximately every three hours.
7. On the bus, appropriate movies can be shown. Chaperones will help with this. Also, use headphones to listen to music. Be courteous and respectful of your driver and refrain from shouting or any loud activities. Keep electronic devices and phones out of sight and packed away when not in use.
8. Respect chaperones, drivers, and band staff. Without them, you cannot take trips like this one.
9. At the hotel, respect the rights of others who are also staying at the motel. Be polite and concerned that you are not too noisy for a neighboring room above, below, or beside you. Go to your room only. Curfew time means that you are to remain in your room until morning wake-up call. **NO EXCEPTIONS.** Motel staff & chaperones will check your room at check-out time. Be sure to leave your room in good condition.
10. Each evening, your chaperone will review emergency procedures and contacts, schedule information, morning wake up call, and any additional instructions.
11. Respect time lines and deadlines, especially if you are asked to report to chaperones at a specific time. If you are asked to be somewhere at a certain time, **BE THERE.** No excuses...this rule may affect the band ever taking another trip.
12. Stay in groups of four or more at amusement parks or during any other free time. **DO NOT** wander off alone at any time. Be sure you have ways to contact other band members and your chaperone.
13. No smoking, alcohol, or illegal substances. **THIS IS VERY SERIOUS** and will demand school as well as legal action. Don't make this mistake because there can be no leniency.
14. Have a good time and remember...if you have second thoughts about it, don't do it. Your first hunch is usually your best course of action.

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Student Permission Form

Return to Mr. Eddleman by February 1, 2017

Student _____ Phone _____

Please state any health problems or allergies we should be aware of:

List any medication required during the trip (frequency and dosage):

If requested, can your child be given Advil/Tylenol and/or Tums/ Maalox? Yes ___ No ___

The chaperones on this trip have permission to take my child to a hospital or medical facility for emergency medical or dental treatment.

Signed _____ Date _____
(Parent/guardian)

Insurance Co. _____ Contract/Policy* _____

I hereby give permission for my child, _____ to participate in the 2017 Orlando trip described above taking place away from the school building and grounds. I agree that my child must abide by standard school rules and special rules established by the chaperones for this activity. I understand that my child's failure to abide by these rules may result in disciplinary action.

Signed _____ Date _____
(Parent/guardian)

I hereby agree to hold the Board of Education, the school principal, teachers and any other chaperones harmless for any accident that may occur during the trip.

Signed _____ Date _____
(Parent/guardian)

In case of emergency, I can be reached at the following telephone numbers:

_____ or _____
(Day) (Evening)

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Behavior Contract

All school rules are in effect for the entire trip as well as the additional behavioral guidelines that have been established for this particular trip. These rules are for the safety and welfare of all of our students. Following trip rules and guidelines will make this a great trip. Otherwise, the trip could become an unpleasant experience for students, chaperones, and directors. Disciplinary action will be taken if deemed necessary by the chaperones and director(s). Disciplinary action will generally occur in the following sequence, except in extreme cases of misbehavior or misconduct:

1. Verbal warning
2. Removal of certain trip privileges
3. Phone call to parents (at any time!!)
4. Appropriate disciplinary action while on the trip and/or upon return to Avon Lake
5. An early return home as arranged by the director and the child's parents

I have read and understand the above rules and agree to abide by them throughout the trip. I also understand that severe violation of the above rules can be just cause to send me home.

Signed _____ Date _____
(Student)

I have read and understand the rules, guidelines and information concerning the 2017 trip to the Orlando, FL. In addition, I have reviewed this information with my child in preparation for this trip.

I agree to check my child's luggage before we leave home. I have made sure that only appropriate clothing and snacks have been packed and that any inappropriate or excessive items have been removed.

Signed _____ Date _____
(Parent/Guardian)

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Cost Considerations

Through arrangements with *Worldstrides*, we have secured a guaranteed maximum cost for the 2017 Orlando Trip not to exceed \$1100 each for all participating Marching Band Students and Chaperones. This cost includes:

- ♪ Round trip coach bus transportation between Avon Lake and Florida
- ♪ All admission fees to scheduled activities
- ♪ First-class accommodations for four nights in Orlando
- ♪ Four breakfasts, two lunches, and two dinners
- ♪ Participation in the half-time and the parade
- ♪ Two day pass to Universal Studios and Island of Adventure
- ♪ One day pass to Disney World
- ♪ Taxes, service charges and gratuities

Fund Raising Opportunities

Every participating student will have opportunities to earn money to offset their individual cost of the trip. Fund raising opportunities will continue to be available to students from now until the trip.

Corporate Donations/General Fund Raisers

In addition, the Band Aids may solicit donations from local businesses and hold general fund-raisers that will be used to reduce the overall total cost for band members and chaperones. Funds raised through these activities will be used to reduce the final payment(s).

Initial Deposit

Each trip participant (band member and chaperone) is required to make an initial deposit of \$100 by February 1, 2017.

Amounts earned by students through sponsored fund-raisers and held in their individual student accounts may be applied to subsequent installments. If applicable, up to \$50 will be returned as “spending money” after November 1 (presuming a student earns more than needed from fund-raisers.) Please see the ***Fund Raising Guidelines*** for additional information.

Refund/Cancellation Policy

Please note that \$70 of the \$100 registration fee is non-refundable. We must adhere to the *Worldstrides* payment terms and conditions for additional information regarding refunds and/or cancellations.

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Fund Raising Guidelines

In anticipation of the Marching Band's participation in the 2017 Russell Athletic Bowl Bowl, a variety of fund raising events will be held. Certain of these fund raisers will result in direct credits to the individual Student Accounts while others will be allocated to the general trip fund. The following guidelines will be used to govern how these fund raising events will be conducted.

1. All fund raisers will be held under the direct supervision of the ALHS Band-Aids Ways and Means Committee. Sanctioned fund raising events will be noted in the Band Aids monthly minutes.
2. At the conclusion of the Bowl Game fund-raising time period, any funds designated for a student who will **not** participate in Marching Band (and therefore not go on the Orlando trip) shall be reallocated in the following order: (1) back in to the student's trip fund; (2) to any sibling who will attend the Orlando trip; (3) to a parent of the child that will be chaperoning the trip; (4) placed in the general trip fund upon graduation if there is no younger sibling.
3. Each fund raiser shall have a designated "event coordinator." The event coordinator is responsible for organizing the fund raising event, communicating to the student participants, collecting the funds, and, if appropriate, distributing funds to individual Student Accounts. Questions about the fund raising event should be directed to the event coordinator, *not Mr. Eddleman*.
4. BEFORE any fund raising event, the event coordinator should discuss with the Orlando Trip fund-raising committee how funds will be earned and distributed.
5. The event coordinator should communicate to the student participants how earned funds will be distributed (either to the individual Student Account or to the general fund) and upon what basis proceeds will be earned.
6. If a patron would like to donate funds to help a specific individual student, arrangements should be made between the donor and that student. These transactions will not be handled by the Band Aids.
7. Monies raised by individual students in excess of the total trip costs will be refunded up to \$50 to be used as spending money on the trip. Any additional funds will be reallocated in the following order: (1) back in to the student's trip fund; (2) to any sibling who will attend the Orlando trip; (3) to a parent of the child that will be chaperoning the trip; (4) placed in the general trip fund upon graduation if there is no younger sibling. The Avon Lake Band Aids will keep records for fund-raising activities for our students.

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CHAPERONE APPLICATION

Print Name: _____

Address: _____

Day Phone: _____ Evening Phone: _____

Cell Phone: _____ E-mail: _____

Name of daughter or son who is a student in the band:

If you have served as a chaperone for the band in the past, please list when and where:

Why would you like to be a chaperone on this trip?

As a chaperone, I understand that I will be traveling with the band at all times during the trip and will provide assistance as requested of me. I will serve as a role model to the students and agree to submit emergency medical authorization, a background check, or whatever else the school may request of me to serve as a chaperone.

Signature: _____

Date: _____

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Tentative Payment Schedule:

February 1st, 2017	Initial deposit of \$100 and trip permission/behavior contract
June 1st, 2017	Payment Number 2: \$350.00
September 1st, 2017	Payment Number 3: \$350.00
November 1st, 2017	Payment Number 4: FINAL PAYMENT, BALANCE DUE

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Frequently Asked Questions

Is every band member expected to participate in this trip?

All students planning to be members of the 2017-18 Marching Band are invited and encouraged to participate in this exciting opportunity. However, there may be a variety of reasons why particular students may not wish to participate and their decisions will be respected.

If I decide later that I want to participate, may I?

We need to provide *Worldstrides* a reasonable estimate of the number of participants, but if you decide after February 1st that you want to participate, you will be most welcome to join us! You will need to catch up on any previously scheduled installment payments. There will be a final deadline for latecomers to the trip around September 1st.

We'd like to go to Orlando as a family. How can we do this?

All marching band students participating in the Orlando trip are required to travel with the band both ways and to stay with the band while in Florida. Exceptions may be granted if a family wishes to travel to Florida prior to our trip or remain after the band leaves. Families must inform the Director *in writing* at least 30 days prior to departure. There can be no reduction in trip fees for a student who does not travel to or from Florida on the buses.

Who will be serving as chaperones for this trip?

The chaperones for this trip have an important and vital role in this event. The *Chaperone Job Description/ Guidelines* packet will be shared with the chaperones that are selected. Parents interested in volunteering to serve as chaperones should complete the *Chaperone Application* and submit to Mr. Eddleman by February 1st. Chaperone selections will be announced as soon as possible. All chaperones may be subject to a background check and any other requirements of the school district and will participate in pre-trip orientation.

Other than the chaperones, are there any other adults expected to go on this trip?

Other than chaperones, the band director, assistant band director, and other teaching staff will be traveling with the band on this trip. School administrators will be invited and may also travel with the band.

Can non-high school siblings or other relatives go along on this trip?

Unfortunately, space is limited and bus costs are high. As a result, only marching band members, staff, and chaperones will be able to travel with us on this trip.

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How will student's medications be handled?

All medications (including frequency and dosage) should be listed on the Medical Release form signed by the parent/guardian. You will receive specific instructions on how to pack and identify all medications to comply with school guidelines and state law. Medications will be administered as per school guidelines and state law. Please make sure to include enough medications for the whole trip (6 days).

How much spending money should my student bring?

Trip participants will need to provide meals en route to and from Orlando (3 meals each way) as well as several meals while in Orlando. Most likely, meals en route will be fast food stops like Wendy's. Students may also wish to bring some money for souvenirs from the game or tourist stops while in Florida.

Can/should the students bring cell phones on the trip?

Students may bring cell phones, however, there will be opportunities to use a chaperone's phone, if necessary, both en route and while in Florida. Students will be responsible for their own belongings on the bus, in the hotel, and at all parks and the stadium. Keep iPods, iPads, video games, etc. out of plain sight and in your bags while traveling.

Will the students ever be "on their own" while in Florida?

In general, we do not expect to have much unscheduled time during this trip. Accordingly, we expect that the students will not have much opportunity for unsupervised activities. Having said that, it is quite likely the students will be "on their own" while at amusement parks, although they must stay in groups of at least 4. Regardless, it is their chaperone's responsibility to know the whereabouts of their assigned students at all times.

How often will the bus stop for meals and rest stops?

We expect the bus company to adhere to reasonable safety guidelines during this trip and, as such, plan for rest stops every 3 hours. More specific information regarding the bus trip, including suggestions on appropriate snacks, what to pack, and luggage loading instructions will be provided in future communications to students and families.

Who do I ask if I have other questions?

We expect to provide periodic newsletters updating you on developments regarding this trip. In the meantime, if you have any questions, please pass them along to Mrs. Lisa Rish at 440-823-8730.

We will update information and answer questions in our regular Band Aids Newsletter too!