

PAID BY STUDENT
BUS TRANS

DERBY PUBLIC SCHOOLS

School Trip Proposal / Request Form

Travel / Study Approval for Out of State and or Overnight Trips

School: Derby High School Principal: Martin Pascale
 Date(s) of Trip: 1/26 → 1/27 Trip Organizer(s): Donata Lupacchino
 Destination of Trip: Kingston, RI - University of Rhode Island
 Grade level of student participants: 10, 12 No. of Students: 3

Educational Objectives including related classroom activities prior to / following the trip: if students are accepted after the audition process, they will perform in an Honors Band comprised of other musicians from RI, CT and MA. There are 2 all day rehearsals and a concert.

Funding Source(s): Budget / Student Cost

Complete if students are paying for all or part of the trip.

Total fees required from each student: Transportation Cost: — Event Fee: \$40 Meals —
 Lodging: \$50-90

Source(s) of funds for students who qualify for fee waiver: Budget

Cost of Nurse (if applicable): — Funding source: —

Name of travel agent (if applicable): —

Name of transportation service vendor: —

No. of buses required: 0 Cost per bus: 0

Date / Time of trip: Departing Derby: 1/26/2018 7 AM Returning to Derby: 1/27/2018 10 PM

Number of chaperones on trip: 1

Completed forms should be submitted to the principal who, if the trip is approved, will forward this to the Superintendent of Schools and Board of Education for final approval.

Include the information below when submitting this approval form. (Place a check mark by each item indicating its inclusion in the approval packet.)

Information outlining parental financial responsibility should there be an emergency cancellation

Parent / Guardian letter explaining the trip and travel itinerary

Parent / Guardian Permission and Acknowledgment of Risk for Student Travel Form

Emergency Plan (Includes arrangements for medical needs, parent / guardian contact information, access to communication devices, and procedures for general potential emergency situations)

List of Chaperone Names and Phone Numbers with MPS employees noted

Telephone Tree in the event of an emergency

Be sure the school administrator has a list of those students participating in the activity and a copy of the emergency contact numbers.

I / We certify that this trip proposal is in accordance with Derby Public Schools policies and corresponding regulations:

Signature, Trip Organizer(s)

Trip approved

Signature, Principal / Assistant Principal

Date

Signature, Superintendent or Designee

Date

Trip Denied
Reason: _____

Signature, Superintendent or Designee

Date

Out-of State / Overnight Trips Checklist

- Obtained approval at least three (3) weeks prior to the trip.
- Submitted list of participating students submitted to Principal and Health Office at least two (2) weeks prior to the trip.
- Submitted an updated list of participating students to Principal and Health Office on day of trip (No students should be added to the original list on the day of the trip.)
- Arranged substitute teacher with the Principal / designee if needed
- Arranged instructional and supervisory assignments for students not participating
- Arranged appropriate number of chaperones and provided orientation
- Clearly explained expectations of students
- Received parent permission forms and emergency medical forms

Teacher Directions: After your *School Trip Proposal / Request Form* has been approved, you are required to complete this form, and send it home to parents. Only those students whose parents have signed and returned the form to you will be permitted to go on the school trip. You should follow these directions: 1) Use one form per trip; 2) complete the school portion (top half) of form; 3) duplicate one form per student; and 4) send a copy home for parent and student signatures.

University of Rhode Island Honors Band

January 26, 2018- January 27, 2018

Dear Parents and Guardians,

Your band student was chosen to audition for the University of Rhode Island Honors Band Festival. This festival takes place from January 26-January 27th, 2018 on the University of Rhode Island campus in Kingston, Rhode Island. Your student, if accepted, will be required to attend rehearsals on 1/26 from 10:00 AM-5:00 PM, and 1/27 from 9:00 AM-3:00 PM, with a concert from 7:00-8:30 PM. The concert and the rehearsal are mandatory if your student is accepted.

You will be responsible for transporting your student to and from Rhode Island.

I have priced out lodging for the night of 1/26. If multiple Derby students are accepted, the cost of lodging will decrease. **The cost for the trip is an estimated \$50- \$90 for lodging, and any additional funds for meals.** Your student may choose to not stay overnight, but they must be back to the rehearsal site the next morning. In the event that this trip is cancelled, I can not guarantee a full refund of lodging expenses.

Your student will know if they were accepted into this group by 12/11/2017, and I will provide you with additional information at that time.

Sincerely,

Ms. Lupacchino

Contact Information:

Ms. Lupacchino - 203.736.5032 x 2306 or dlupacchino@derbyps.org

DHS Honors Band Contract

Student Name: _____

Grade: _____

Parent Agreement:

I hereby give my consent for my student to engage in this school-approved activity. I understand that if this trip is cancelled, I may not receive a full refund.

Student Signature: _____

Parent Signature: _____

In the event of an emergency, who should be contacted?

Name: _____

Relationship to Student: _____

Phone Number: _____

Emergency Contact Information for Students

| Student Name | Emergency Contact | Relationship to Student | Emergency Contact Number | Student Cell # | Band/Choir | Grade |
|---------------------|-------------------|-------------------------|------------------------------|-------------------|------------|-------|
| William Corbeil | Anna Corbeil | Mom | (203) 333-1177 ext 125 | n/a | Band | 11 |
| Christopher Morales | Maria Morales | Mom | (1)-203-981-85 85 | (203) 751-4592 | Band | 9 |
| Arthur Newberg | Kitty Newberg | Mom | 1-475-243-899 5 | (475) 223-5372 | Band | 9 |

Chaperone Information

| Name | Phone Number | Derby Public Schools Employee? |
|-------------------|----------------------|--------------------------------|
| Donata Lupacchino | (203) 213-4334- Cell | Yes- DHS & DMS Music |

Emergency Plan

Allergies- Students will carry inhalers on them, I will carry any emergency medicine.

Parent/Guardian Information and Phone Tree Information attached above.

2018 URI Southern New England Honor Band

Guest Conductor, Paula Crider
Professor Emeritus of Conducting, University of Texas at Austin

- DATE:** Friday and Saturday, January 26 & 27, 2018
- LOCATION:** Fine Arts Center Recital Hall
The University of Rhode Island, Kingston, RI
- HOSTS:** Brian M. Cardany, Associate Director of Bands, URI
Gene J. Pollart, Professor of Music, URI
- PURPOSE:** To offer a unique, quality ensemble experience for talented 10th, 11th, and 12th grade musicians in Rhode Island, Connecticut, and Massachusetts
- SELECTION:** Auditions will be recorded on high quality cassette tapes, compact discs, or audio files and sent in by December 1, 2017. High school music directors should provide guidance for the preparation and selection of repertoire. Recordings should include an introduction stating the student's name, school name and audition instrument. This information should also be included on the recording's label. Each scale and prepared piece should be announced.

AUDITION GUIDELINES:

1. **Scales.** Perform one major sharp scale, one major flat scale, and one chromatic scale of the player's choice. All scales should be played in eighth notes, with a minimum tempo of quarter note=80. [For percussionists, preference may be given to those who show proficiency on a keyboard percussion instrument]
2. **Prepared Piece(s).** Perform one or two etudes, excerpts, or solo works that exhibit contrasting styles. The entire performance should last 3-5 minutes. Accompaniment is optional. Be sure to pick pieces that best represent your overall musicianship. [Percussionists should perform a solo for at least one of the following areas: snare drum, timpani, keyboard percussion (xylophone, marimba, bells, vibraphone). Preference will be given to percussionists who exhibit proficiency in more than one area.]

2018 URI Southern New England Honor Band

-2-

DEADLINE: Recordings must be postmarked no later than **Friday, December 1, 2017**

Send to:

Brian Cardany, SNEHB coordinator
Music Department
University of Rhode Island
105 Upper College Rd.
Kingston, RI 02881

ACCEPTANCE: Chair placements will be finalized by December 11, 2017. All participating band directors will be notified as soon as possible after that date. Practice parts will be sent to the participants' home addresses.

REGISTRATION FEE:

\$40.00 per student. Some schools or school districts may wish to cover this fee on behalf of the students. There is no fee to audition. **Checks should be made out to: URI Department of Music**

SCHOOL

RESPONSIBILITY: *Encourage the strongest musicians to audition

*Arrange for transportation to and from Kingston and lodging for participating students.

*\$40.00 registration fee for each accepted student (if students do not pay for themselves)

STUDENT

RESPONSIBILITY: *Arrive on time for scheduled rehearsals

*Attend all scheduled events

*Have instrument and music prepared for rehearsal

*Meals while at URI (bring your own or visit the Emporium near the Fine Arts Center)

*\$40.00 registration fee/housing/transportation