

Buffalo-Hanover-Montrose Public Schools
Optional Field Trip/Overnight or Out-of-State Trip Form

School: Buffalo Senior High School Group Making Request: Summer Marching Band

Principal: Mark Mischke Person in Charge: Scott T. Rabehl

1. Destination: Washington D.C.
2. Dates of Trip: July 2-July 8 Number of School Days Missed: 0
3. Number of Students: Total right now estimated at 115 Male TBD Female TBD
4. Grade Levels Included: 9-Graduates (current 8-12)
5. Supervision requirements: one adult for every 12 students. Same gender chaperone must be included for each gender participating.

Staff Accompanying: Scott Rabehl

Other Adults Accompanying: Assistant Directors Andy Richter

Colorguard Instructor: Ashley Reichardt, Drumline Instructor Dallas Tucker, Parents to complete a staffing ratio of one adult for every 10 students.

In Addition: We hire a security guard to walk the halls of the hotel every night from 11:30 PM-3:30 AM. This allows our students to feel safe and supervised, and allows our staff and chaperones to sleep so that they can be good decision makers during the day.

7. Describe the purpose and objectives of the trip:
 - To perform in larger events.
 - To expose children to other parts of the country and other cultures.
 - To have social and team-building experiences that can only happen when you travel.
 - To create lifelong memories.
8. Cost Factors:
 - a. Trip funded by Individual students
 - b. Cost per person: \$840 is best estimate as of 12-19-18
 - a. In addition...11 out-of-pocket meals (approx.. \$100)
 - b. In addition...souvenir money (varies by child)
 - c. What provision has been made for students with financial difficulties? Fund raising activities conducted?
 - a. **Fundraising Opportunities:** Mattress Sale, Happenings Books, 3 Coffee Sales, Cub Foods Bagging, Dan & Jerry's planting and others to be determined.
 - b. **Accommodations for Cost:** Students who make a significant effort to fundraise but are in a financial situation that prevents them from going on the trip may

apply for a scholarship from the Tri M Music Honor Society or the "The HERD" Activity Account to help reduce their cost.

- d. What efforts have been made to acquire the most cost effective price?

Performance Tours, from Anoka, MN, was selected to guide this trip. We have been working with them for several years now to develop a level of trip-content and value that provides a quality experience yet is affordable.

1. Faculty members may not receive any salary remuneration relating to field trips from outside agencies or arrange trips for financial gain. Is a portion of the funds provided by students paying for or reducing chaperone costs? YES

2. Insurance Issues

a. Will students need additional medical insurance coverage? NO

b. Is group tour insurance being purchase? If so, what is the coverage and cost? No, but individuals may chose to purchase tour insurance through a vendor organized through our travel consultant, Performance Tours, Inc.

9. Transportation Information: How will students be transported?

Bus: Name of Company TBD-Likely Holt/Peterson

10. Communication - Please attach a copy of the trip itinerary. Include parental and student input in the planning process and all parent meetings conducted to ensure full disclosure of the trip and associated topics to include but not limited to: purpose of the trip, cost (to include spending money), fund raising, adult chaperones, emergency telephone numbers, medical insurance needs, procedure for sending a student home in case of an emergency (medical, disciplinary, etc.) and itinerary.

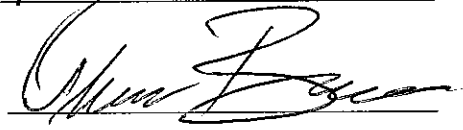
Person in Charge Signature



Date

1-7-19

Activities Director Signature



Date

1/7/19

Superintendent Signature

Date

Tentative Itinerary

Tuesday, July 2

- Load and depart at 8 AM
- Travel throughout the day and night
- Stops for bathroom and meals along the way.
- Two bus drivers with never more than a four hour shift...sleeper on the bus

Wednesday, July 3

- AM: Arrive Luray Caverns
 - The largest cavern system in the Eastern United States
 - Located in the Shenandoah Valley in Virginia
- Travel to Wash.
- Visit the National Law Enforcement Museum
 - Interactive experience with lots of CSI type exhibits...designed to be a “walk in our shoes” experience.
- Buca di Beppo for large group sit down meal
- Check into our Hotel...the Hampton Inn & Suites in Alexandria, VA
 - Has a pool
 - Security Guard each night

Thursday, July 4

- Participate in Independence Day Parade in Fairfax, VA.
- Spend afternoon visiting any of the Smithsonian Museums
 - National...
 - Air and Space Museum
 - Museum of Natural History
 - Museum of American History
 - Museum of the American Indian
 - Gallery of Art
 - African American History of Culture Museum
- Pizza buffet dinner at Magill’s Famous Pizza in Annandale, VA
- Board the Metro and travel to Arlington National Cemetery from where we will watch the National fireworks display over the Washington mall.

Friday, July 5

- Fort McHenry National Monument and Historic Shrine
 - Tour the Fort
 - Learn about Francis Scott Key and the creation of the Star Spangled Banner during the war of 1812.
 - Participate in the flag raising
- Baltimore Inner Harbor
 - Meal, Shopping, and a tour of the American Visionary Art Museum
- Reginald F. Lewis Museum of Maryland African American History & Culture
- Toby’s Dinner Theatre in Columbia, Maryland
 - Buffet dinner and the Ice Cream in the Lobby
 - Your servers are the actors from the show
 - *Grease*, the musical

Saturday, July 6

- Late start to rest up
- Havre de Grace, Maryland Independence Day Parade
- Travel back to DC and meet guides
- Illuminated guided walking tour of the Washington Mall, including
 - Jefferson Memorial, FDR Memorial, MLK Memorial, Lincoln Memorial, Korean Memorial, Vietnam Memorial, WW II Memorial

Sunday, July 7

- Arlington National Cemetery
 - Used to be the home of Confederate General, Robert E. Lee
 - During the Civil war it was taken over by the Union and used as a hospital
 - You'll get to explore his house
 - Guided Tram Tour
 - Visit graves of JFK, Jackie, Bobby and Ted Kennedy
 - Tomb of the Unknowns "Here rests in Honored Glory an American Soldier known but to God."
 - The remains of soldiers from WWI, WWII, Korean War and Vietnam War (1998 VW Unknowns was exhumed and identified via DNA testing...that tomb now remains vacant)
 - Watch the changing of the guard (Sentinels...members of the Old Guard) The highest honor they can earn. 21 steps, 21 seconds
 - DM'S, as part of the changing of the guard, will lay a Memorial Wreath from The HERD at the Tomb
- U.S. Holocaust Memorial Museum
- Last chance to visit the Smithsonian (catch the museum you missed during our previous visit)
- Hit the road for home.

Monday, July 8

- Arrive at about 3:00

Communication and timeline:

- Mid-November: Written information packet communicating trip content with Registration form distributed.
- 12-10-18: Student/Parent Meeting at BHS PAC
- 12-21-18: Deadline for Chaperone Applications
- 1-18-19: "Hard" deadline for registration and for refunds.
 - Chaperones announced (based on gender balance, special skills, past chaperoning experience).
- Monthly payments due
- 5-10-19 Final Payment Due
- Mid May: Students sign up for own roommates and bus seats.
 - Health Forms Due with all relevant medical information
 - Special Dietary Requests Due
- 6-14-18: Final Student/Parent meeting to cover "Final" Itinerary, Trip Information, and Expectations.

Final Itinerary includes Emergency Contact Information, Hotel Addresses, etc.