

STUDENT ACTIVITIES:
TRAVEL

FMG
(EXHIBIT 21)

EXTRA-CURRICULAR
STUDENT TRAVEL APPROVAL FORM

Student travel must be approved based on the direct benefits for the students. The trip must have approval of Superintendent or designee before any travel arrangements and reservations are made or students and parents become involved with any facet of the trip. Out-of-state travel must have Board approval.

Name of Group: Nimitz Lady Admiral Choir Campus: Nimitz
Date of trip: Wed Feb. 24 - Sat. Feb. 27, 2010 Grade levels involved: 8, 9 Number of students: 52
Number of instructional days: 2 1/2 Location: Denver, Co
(Please attach an itinerary)

Funding source: ☐ District Budget ☐ Campus Budget ☐ Department Budget ☐ Activity fund ☒ Personal

Instructional days out of the classroom: Booster Club The sponsors/coaches/directors have checked the accrued number of days for each participant? ☐ Yes ☐ No

Trip function: ☐ Cocurricular ☒ Extracurricular ☐ Non-athletic Competition

Trip profile: ☒ In-state ☐ Out-of-state ☐ Overseas ☐ Tour ☐ Field trip ☐ Invitational
☐ Annual ☐ Biennial ☐ Post-district ☐ Competition associated with a tour or attraction

Transportation mode: ☐ School bus ☐ School suburban ☒ Charter bus ☒ plane

How does the trip relate to and benefit the Campus Improvement Plan, District Improvement Plan and/or the TEKS?
The choir will present a 25 minute concert for choral directors from across the nation.
Does the trip require fund-raisers? ☒ Yes ☐ No

Are deadlines established to guide the sponsors/directors if the trip has to be canceled due to lack of funding?
☒ Yes ☐ No

How many sponsors will accompany the students? 20
What is the ratio of sponsors to students? Sponsors 1 / Students 3 (gender appropriate)

Student orientation - Date: Aug 25, 2010 Time: 6:00 Location: Nimitz
Parent orientation - Date: Aug 25, 2010 Time: 6:00 Location: Nimitz
Sponsor orientation - Date: Feb. 5, 2010 Time: 5:00 Location: Nimitz
Sponsor criminal background check - Date: _____
Will any kind of insurance be required? ☐ Yes ☒ No
Will room and baggage searches be required? ☒ Yes ☐ No

Medical and travel releases will be required.

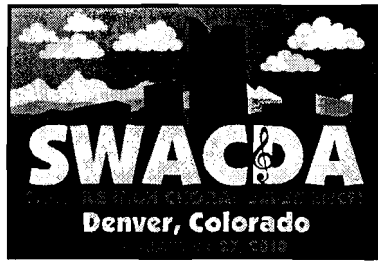
Coach/Sponsor: Kathy Gellar (Signature) 6/19/09 (Date)

Principal approval: [Signature] (Signature) 6/19/09 (Date)

(District Sanctioned Competition)
(K-8 Field Trips/Excursions)

Superintendent or designee
Approval: _____ (Signature) _____ (Date)

Board
approval: _____ (Signature) _____ (Date)



June 11, 2009

Kathy Lollar
1513 Mesa Street
Odessa, TX 79761

Dear Kathy,

It is my distinct pleasure to inform you that the Nimitz Junior High School Lady Admiral Choir has been selected to perform at the 2010 Southwestern Division conference of the American Choral Directors Association in Denver, Colorado, February 24-27, 2010. It is indeed an honor for SWACDA to have high quality choirs such as yours performing at this conference. Conductors frequently have many questions pertaining to the process and mechanics leading up to performance. This letter will provide some guidance in these matters. Please keep it for reference as it includes information about our various deadlines. This invitation is presented with the following conditions:

1. The choir will prepare for and perform at the convention under your direction.
2. All expenses for transportation, meals, lodging, performance recording, and preparation of concert programs (recommended but not required) will be borne by your organization. ACDA will provide the performance facility and the following equipment: 8 sections of four-step choral risers, music stands, one piano, chairs as needed for instrumentalists, an acoustical shell, and podium. Other instruments, equipment, and rental must be provided by your organization.
3. Students must be informed of the rules of behavior for participants. Chaperones, provided by your organization, must be present to insure that these guidelines are followed.
4. Biographical information, a picture of the performing group and general facts about the choir will be sent at a time designated by the Convention Committee. These will be included in the January 2010 Divisional Conferences issue of the *Choral Journal*.
5. Information for the convention program booklet should include titles of selections, full composer names and dates, publisher information and octavo numbers. It was requested on the performance application that you choose a varied program that includes possibly music from three different musical periods. It is my feeling that you should have time to develop this program with your choir; therefore the deadline for submitting this program will be no later than December 1, 2009. Duplication of music on the convention is not a concern. Concert sessions will be limited to three choirs per session, with the exception of the Wednesday evening "Showcase" performance.

6. The time and place of warm-up and performance will be designated by the Convention Committee at a later date, likely by August 1. All performances of auditioned choirs will be held in the Centennial Ballroom of the Hyatt Regency Hotel in Denver.
7. The length of your performance should not exceed 25 minutes, to include both entrance and exit. There will be no extension of time and no choir will perform an encore at any performance.
8. Your acceptance of this invitation will signify your willingness to participate in a clinic, if asked. Participation at such a clinic is contingent upon a specialist needing a demonstration group at this age level. The times a group is needed will not conflict with the times your group will be performing at the convention.
9. Your acceptance indicates your understanding that this invitation is extended for strictly musical reasons based on your audition. You further acknowledge that your organization and individuals within your organization will refrain from using an ACDA performance as a platform for any non-musical agenda, be it social, political, religious, ethnic, or otherwise.
10. Official confirmation of your acceptance requires formal written consent from the appropriate administrative official in your school district or organization indicating knowledge of the invitation and approval of your participation in the 2010 SWACDA Conference under the conditions stated. Your response should be postmarked no later than July 10, 2009. If there are extenuating circumstances which would prevent official approval by this deadline, please advise.

Your *tentative* performance day/time is Friday, February 26, 10:30 – 10:55 a.m.

Congratulations to you and your singers on your exemplary achievement. Your immediate response to this letter will be appreciated. I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Galen Darrough', written over a horizontal line.

Galen Darrough
President, Southwestern Division ACDA