
MEMO—OFFICE OF THE PRINCIPAL

Date: February 16, 2016
To: Dr. Kent Mutchler
From: Mr. Tom Rogers
Re: Out-of-State Band and Orchestra Field Trip (February 2017)



Geneva High School requests permission for the Geneva High School Band and Orchestra students to participate in an out-of-state field trip to Walt Disney World, Florida. The Symphonic Band, Wind Symphony, Chamber Orchestra, Symphony Orchestra and Color Guard students along with junior and senior students from Concert Orchestra and Concert Band will have several opportunities to perform at different venues and participate in clinics offered through Disney's Magic Music Day program. Tentative itinerary and trip details are as follows: (Please review the attached documentation for more information)

1. Trip Dates: Depart → Monday, February 27, 2017
Return → Sunday, March 5, 2017
2. Number of Students Attending: approximately 160 students
3. Transportation: 5 deluxe motor coaches
4. Cost of Trip: \$1,300 (approximately)
5. Adult Chaperones: Pat Frederick
Neil Shipton
Julie Lawrence
6. Purpose:
 - a. Students will perform and receive feedback from a larger, diverse, and unfamiliar audience.
 - b. Students will have the opportunity to sharpen their music skills with Disney music clinicians in the "Magic Music Days" workshops.
 - c. Students will participate in clinics with music professors at the University of Illinois.
 - d. Students will listen to other performing ensembles.

2017 GHS Music Department Trip

The Geneva High School Band and Orchestra Departments are currently planning a trip to Walt Disney World, Florida for our GHS music students in 2017. The purpose of this letter is to provide you with crucial information associated with this trip.

Purpose:

Performance, feedback, and observation from professional musicians and educators are all necessary and vital components in the development of any music student. By participating in Disney's "Magic Music Days" program, we will have unique educational and performance opportunities not always available to us in Geneva, such as:

- Performing for and receiving feedback from a larger, diverse, and unfamiliar audience.
- Having the opportunity to sharpen our music skills with Disney music clinicians in the "Magic Music Days" workshops
- Participating in clinics with music professors at the University of Illinois.
- Listening to other performing ensembles.
- Representing our school and community in a positive and meaningful manner.

As directors, we also recognize the positive effect that a trip of this nature can have upon the social cohesiveness and camaraderie of our groups. In other words, this type of activity always proves to be a great "bonding" experience for our students.

Disney's Magic Music Days, which is endorsed by the *Music Educators National Conference*, has become a popular destination for high school music programs around the country because of the educational, performance, and social benefits it offers. It is also one of the safest and relatively contained environments available for group trips of this nature. We are excited to once again have the opportunity to provide this experience for our students!

Trip Parameters and Logistics:

The trip we are proposing is nearly identical to the trip that was approved in 2012-13.

- I. The GHS Music Department Trip for the 2016-17 school year would be offered to students in the following ensembles:
 - Wind Symphony (part of marching Band)
 - Symphonic Band (part of marching band)
 - Juniors and Seniors in Concert Band and Percussion Methods
 - Color Guard students (from marching band)
 - Chamber Orchestra
 - Symphony Orchestra
 - Sophomores, Juniors and Seniors in Concert Orchestra

II. Some of the **logistics/statistics** associated with planning a trip for the students groups listed above are:

1. Participation in this trip is **VOLUNTARY** for our students. In the 2016-17 school year, over 200 students will be eligible to attend the trip. For planning purposes, we will initially estimate that we will have around 80% of the eligible students attend, which would be around 160 students total. In the past, we have never had fewer than 80% attendance for this particular trip. In 2013, 197 students attended, which was roughly 85% of the eligible students at that time.
2. Four ensembles would be involved, meaning that four performance venues and four clinics would need to be arranged at Walt Disney World. We will also be scheduling four clinics at the University of Illinois for the two bands, the orchestra, and the Color Guard
3. The Marching Band (Symphonic Band and Wind Symphony) would have an opportunity to perform as a unit. This also means that the majority of our color guard team (most are not band members) would be invited to attend the trip.
4. Upperclassmen in the third ensemble of each department are being offered the opportunity to attend this trip to make it possible for them to attend a music trip during their four years in high school.
5. Four directors and 15-16 adult chaperones will accompany the students.

III. Some of the **benefits** specifically associated with a trip to Walt Disney World are as follows:

1. WDW offers a wide range of public performance venues – both in and out of doors. Some performance opportunities – such as a parade – would not be available at other locations during our trip's time frame.
2. The clinics offered to our students through the Magic Music Days program are among the most professional, educational, stimulating, and rewarding of any music festival.
3. WDW is a reasonably safe, self-contained, and wholesome environment for the students.
4. The temperate climate of this location makes certain performance opportunities more available, comfortable, and well attended by the public.
5. Because we have taken groups to this location before, we would be able to plan this trip ourselves, without involving a travel agent, and thus save our students a good deal of extra expense. Other, unfamiliar destinations would most likely necessitate the use of a travel agent.
6. Our first goal is to provide an educational experience for the students. We also wish to provide them with an opportunity to "bond" as a department. However, because trips of this nature are voluntarily attended, the trip activities and location must have appeal to the students in order to get them to that educational and "bonding" experience in the first place. WDW provides that appeal.

IV. Trip Time:

1. Upon reviewing the school calendar and considering the goals of the trip, the best time to plan the trip would be from **Monday, February 27th (leaving in the middle of the school day) through Sunday, March 5th, 2017.**
2. In the past, this time period during the school year appears to be the least disruptive to other events in the school and community, and allows us to miss the least amount of school days (3 total) while maximizing the educational experience for the students.
3. If we are to provide performance and clinic opportunities for all of the groups involved, we need enough time to schedule those events and to provide the students with a minimal amount of recreational "down time."
4. To minimize expenses, we need to travel by bus, which takes up at least 44 hours of our trip. After transportation is figured into the itinerary of the trip, we are left with three full days with which to schedule all of the performances and clinics for our groups. It should be noted that even if we could schedule all of our performances and clinics into a shorter amount of time, it is ultimately Disney who dictates how the schedule will work. Flying may alleviate the need for more time away from Geneva, but it would also add \$300 – \$400 more (min.) onto the cost of the trip for each student.

V. Missing School

1. We realize that taking a trip of this size and scope will create some degree of inconvenience or disruption in the school; however, we feel our request to miss 3 days of school for this purpose is justified for the following reasons:
 - a. This trip is a rewarding educational and team-building experience for our students and for our department as a whole. Any doubt of this could be alleviated through testimonials from students, parents, fellow educators, and past chaperones, which we would be happy to furnish upon request.
 - b. Although the impact of this trip on the rest of the school may be more sharply felt because it involves a greater amount of students being taken out of school all at once, we believe it to be comparable to the "slow trickle" of other activities that constantly remove students from classes throughout the school year, such as athletics, WYSE, P.E. Volleyball tournaments, AP testing, in-school assemblies and Pep Rallies, etc.
 - c. The instrumental music department takes a trip of this nature only once every two years.
 - d. We feel very strongly that the music department gives much to promote Geneva High School and our community throughout the year. Our classes are among the very few that require the students – as part of their class grade – to meet outside of the school day in support of other programs, such as football games, basketball games, pep rallies, parades, community ceremonies, Baccalaureate, and Graduation. Often times, supporting these other organizations outside of the music department requires the alteration of our curriculum and bringing the students in for extra rehearsals outside of the school day. This trip is something that we plan solely for the benefit of our students and our program, and we feel that this educational opportunity is a justified reward for the hard work that our students put forth each year.

VI. Cost:

In 2013, the total cost per student for this trip was \$1,056.00. If we estimate an annual price increase of 5%, then in 2017, we might expect the same trip to cost roughly \$1,284.00 – 1,300.00 per person. This price, which also covers basic expenses for directors and chaperones, includes the following (some items may be subject to change, depending upon schedule and availability):

- Transportation via 5 deluxe, climate-controlled, VCR/DVD, wireless, and restroom-equipped motorcoaches (includes tips, tolls, and drivers' hotel accommodations)
- Three pre-arranged meal stops en route (2 breakfasts and 1 lunch)
- Participation in an ensemble clinic at the University of Illinois in Champaign, FL.
- "Welcome" dinner buffet at the Rainforest Café Restaurant in the Animal Kingdom.
- Four nights hotel accommodations (four students per room).
- Daily breakfast buffet at the hotel.
- Private Security Officers during the overnight hours at the hotel.
- Participation in Disney's "You're Instrumental" workshop (band and orchestra), OR the "Auxiliaration" workshop (color guard).
- A Magic Music Days Park Hopper Ticket or wristband, which includes four days admission to the Magic Kingdom, Epcot, MGM Studios, and the Animal Kingdom.
- Disney Dining Cards to be used at nearly any restaurants/food service location within the Walt Disney World parks. These cards will give each student \$30-40 to cover two meals (lunch and dinner) in the parks each day. This covers 1 standard counter service meal and 1 regular drink per meal. If students expect that they will want to buy more food in the park, they will be advised to bring extra pocket money.
- Trip Protection and Cancellation Coverage. This coverage would include trip cancellation & interruption, trip delay, baggage and personal effects, accident and sickness medical expenses and emergency medical transportation.
- Dinner at "Planet Hollywood" in Downtown Disney.
- Admission to Cirque du Soleil's performance of "*La Nouba*" in Downtown Disney.
- GHS Substitute Teacher Fee
- Miscellaneous (Application Fees, Postage, First Aid supplies, etc.)

The total cost of this trip DOES NOT include the following:

- 2 meals when we are en route to Florida (this will mean a minimum of \$15-20 per student in out-of-pocket expenses).
- Souvenirs, extra food, and/or other individual purchases the students may wish to make.

Cost Adjustment:

The total cost of the trip may fluctuate slightly depending upon the final number of students attending. The more students who attend, the lower the cost will be. We usually average greater than 80% attendance on this trip, so it may be that the trip price will be lower. We will know for sure once the initial trip deposits are made by those students who are definitely going to attend. Also, we hope to secure some of our costs this spring, thereby avoiding next year's potential increases and lowering the overall trip price.

Moving Forward:

Pending the school board's approval, our plan is to present a more detailed letter to our students and parents in April of 2016, which would ask them to secure their place on the trip by providing a \$50 – 100 deposit. After that, the families would be asked to pay for the balance over the course of the 2016-17 school year (3 – 4 additional installments).

Itinerary:

Although an exact itinerary for the trip will not be available until sometime during the next school year, the itinerary from our previous Disney World Trip (from 2013) is attached. This should give a fairly accurate picture of what our students will experience in 2017.

We thank you for your time and consideration of this proposal. Please do not hesitate to contact us if you require additional information.

Respectfully,

Patrick Frederick

Julie Lawrence

Neal Shipton

**GENEVA COMMUNITY HIGH SCHOOL MUSIC DEPARTMENT
DESTINATION: ORLANDO, FLORIDA
DATES: FEBRUARY 25 – MARCH 3, 2013**

TRIP ITINERARY

(Revised 2/5/13)

MONDAY, FEBRUARY 25

- 6:30 AM GHS Auditorium will be open for students to drop off their luggage. Look for the sign with your BUS # and leave your belongings in that area. Students are encouraged to come early! Make arrangements to be dropped off at GHS – do not drive yourself!
- 10:30 AM All trip students are dismissed to eat lunch in the cafeteria at this time.
- 11:00 AM Motorcoaches arrive at GHS along McKinley Ave. (Tri-State Travel: 1-800-779-4869). **Students gather their belongings and instruments, gather in the auditorium at assigned areas (look for a sign with your BUS #), and await loading instructions! NO ONE will actually board the bus with their carry-on items (including small instruments) until the very end!**

LOADING INSTRUCTIONS (*Chaperones assist*):

1. **FIRST:** The following items will be loaded into the storage bays under **BUS #1:**
 - **All Percussion Equipment**
 - **All LARGE band instruments** (tubas, sousaphones, baritones, bari. saxes, tenor saxes, bass clarinets, and bassoons)
 - **Band Equipment Containers** (Band Concert Folders, Marching Flip Folios, band Bow Ties, Band Directors' supplies, and Snacks)
 - **Color Guard Equipment**
 - **Marching Band Banner**
 - **Water Bottles** (place 2 cases of water on each bus first, then place remainder on BUS #1)

NOTE: Stack equipment to fill vertical space (heavier items on the bottom)! Do not block access to instruments with storage containers or any other items (luggage, etc.)! If more space is required, load extra items onto BUS #2.
2. **SECOND:** The following items will be loaded into the storage bays under **BUS #2:**
 - **All MEDIUM band instruments** (alto saxes, trumpets, french horns, mellophones, and trombones). Stack **SYMPHONIC BAND instruments on the RIGHT side (entry side)** of the bus, and **WIND SYMPHONY instruments on the LEFT side (street side)**.
 - **Band Members' Uniforms** (garment bags and hat boxes)

*NOTE: Stack instruments to fill vertical spaces. Stack uniform garment bags **FLAT** in vertical stacks. Stack hat boxes separately (**NOT** inside garment bags). If possible, stack other equipment around uniform stacks to keep the uniforms from sliding around; however, do not block access to instruments with uniforms or any other items (luggage, etc.)!*
3. **THIRD:** The following items will be loaded into the storage bays under **BUS #3:**
 - **All String Bases**
 - **Orchestra Members' Uniforms** (if in garment bags)
 - **Orchestra Equipment Containers** (Orchestra Concert Folders, Orchestra Bow Ties, and Orchestra Director's supplies)

NOTE: Load instruments as neatly and as close together as possible. Stack uniform garment bags **FLAT** in vertical stacks. If possible, stack other equipment

around uniform stacks to keep the uniforms from sliding around; however, do not block access to instruments with uniforms or any other items (luggage, etc.)!

4. **FOURTH:** The following items will be loaded into the storage bays under the busses:
 - **All personal luggage (except carry-ons).** Begin with **BUSSES #4 & 5**, and then use any remaining space on **BUSSES #1, 2, & 3**; however, **DO NOT block access to any instrument with your luggage!** (*Remember, you will not need access to your luggage during the drive down to Florida, so it does NOT have to be on the same bus you are riding on - just remember where you put it before boarding your bus*).
5. **LAST:** Everyone boards his/her assigned **BUS**
 - Students with **flutes, piccolos, oboes, english horns, clarinets, violins, or violas** should store these instruments in the **overhead compartments inside the bus they are riding on.**
 - **Cello players** should store their instrument **onboard the bus with them in a seat** (NOT in the storage bays below)!
 - Students should keep their **meal money, pillows, blankets, and any other necessary "carry-on" items** with them on the bus!

12:00 PM Depart!

4:30 PM Dinner and Bus Driver Change in Effingham, IL.

- There will be multiple quick-service restaurants available: *McDonald's, Burger King, Wendy's, Steak-n-Shake, Subway, KFC, Arby's, Long John Silver's.*
- This is an **out-of-pocket expense** – have money with you! **Stay in a group!**

TUESDAY, FEBRUARY 26

AM Set clocks ahead 1 hour en route (at the Georgia border)

Bus driver change in Dalton, GA

6:00 AM (Florida Time - approx.) Breakfast at the Holiday Inn in Macon, GA (1-478-803-8200)

11:30 AM (Florida Time) Arrive at the University of Florida in Gainesville, FL.

- ALL STUDENTS will unload here, eat lunch (at the university – around **\$9 per person out-of-pocket**), and attend clinics with UFL faculty.

The clinic schedule for UFL will work as follows:

12:00 – 1:30 PM WIND SYMPHONY and SYMPHONIC BAND have their clinics (snack provided first).

ORCHESTRA (strings only) and COLOR GUARD will eat lunch at UFL cafeteria during this time, followed by a brief tour of the campus given by UFL personnel (**return by 1:15 p.m.**).

1:30 – 3:00 PM ORCHESTRA (strings only) and COLOR GUARD have their clinic. Wind Symphony and Symphonic Band will eat lunch at UFL cafeteria during this time, followed by a brief tour of the university given by UFL personnel (**return by 2:45 p.m.**).

3:00 PM Load instruments onto original locations (**Chaperones assist**); everyone board busses (original seating) and depart for Orlando, FL.

- 6:00 PM Arrive in Orlando and proceed immediately to Rainforest Café (located at the entrance to Disney's Animal Kingdom) – wait to be seated by guest coordinator.
- 7:00 PM Dinner at Rainforest Café.
- 8:00 PM Board busses (original seating), depart for the hotel (**Holiday Inn Resort Lake Buena Vista, 1-407-239-4500**).
- 8:30 PM Arrive at the hotel. ROOM CAPTAINS and CHAPERONES will be issued room keys before unloading the busses. **ROOM CAPTAINS must ensure that everyone in their room receives a room key and/or knows the room number before leaving the busses.**

LOADING INSTRUCTIONS (Chaperones assist):

- All **personal luggage, uniform garment bags, and MOST Instruments** must be unloaded and laid out in rows on the ground next to the busses. Everyone must bring these items to their hotel rooms for overnight storage.
- **Smaller instruments (flutes, piccolos, oboes, English horn, clarinets, violins., violas.), cellos, and student-owned instruments** should be taken to the hotel rooms for overnight storage.
- **Large Band Instruments, Percussion Equipment, Equipment Containers, Flag Equipment, Banners** should remain on the busses they were originally loaded onto.
- **String Basses** must go up to the hotel rooms (see Ms. L if you have questions).
- **ALL UNIFORMS SHOULD BE HUNG UP IMMEDIATELY** in your hotel room **TO UNWRINKLE!**
- All other **personal items** (carry-on bags, food, pillow, blanket, etc.) **MUST** come off the busses and be stored in the hotel rooms.
- Check to make sure that the majority of the **remaining water** has been re-loaded onto BUSES #1, 2, & 3.

- 9:30 PM Designated Chaperones gather at the hotel front desk – meeting!
- 10:30 PM Room Check (check that uniforms have been hung up properly)
- 11:00 PM Lights Out

WEDNESDAY, FEBRUARY 27

- 6:30 AM Rise and Shine!
- 6:45 AM Chaperones – Room checks
- 7:00 AM Breakfast in the *Ballroom* (everyone attends).
- 7:45 AM ALL BUSES lined up and awaiting students at hotel.
- 8:00 AM Students board busses – **USE WEDNESDAY BUS ASSIGNMENTS** (given to you earlier). Everyone must have his/her instrument loaded as follows:

LOADING INSTRUCTIONS (Chaperones assist):

- ALL BAND INSTRUMENTS on BUSES #1 & 2 (**IMPORTANT: Stack SYMPHONIC BAND instruments on the RIGHT side (entry side) of the busses, and WIND SYMPHONY instruments on the LEFT side.**)
- COLOR GUARD EQUIPMENT should still be on BUS #1
- ORCHESTRA INSTRUMENTS on BUS #3
- NO ONE should have an instrument loaded onto BUS #4 or 5!

TIPS FOR THE DAY:

- After boarding the bus you are assigned to on this morning, you will be issued:
 1. An **I.D. Badge** that will contain your daily bus assignments, your park ticket, and a mini itinerary – **wear this badge around your neck at all times!**
 2. A **\$30 Disney Dining Card** to be used in the parks for lunch and diner. Lunch and dinner are on your own in Hollywood Studios today! Use your Disney Dining Card for these meals, and remember that any money left on the card today can be used later – the cards do not expire!
- Bring along any **pocket \$** you want for the day!
- Expect that backpacks & purses will be searched upon entering any Disney Park!
- Absolutely **NO CAMERAS, CELL PHONES, or RECORDING DEVICES** are to be used or even taken out at the Disney Workshops!

- 8:15 AM Depart from hotel:
- BUSES #1 & 2 take SYMPHONIC BAND (not including Kirsten Raver) to backstage EPCOT.
 - BUS #3 takes ORCHESTRA to SARATOGA SPRINGS
 - BUSES #4 & 5 take WIND SYMPHONY and COLOR GUARD members (including Kirsten Raver) to HOLLYWOOD STUDIOS.
- 8:30 AM SYMPHONIC BAND and ORCHESTRA strings arrive (by bus) at their Disney workshops (Symphonic Band at backstage Epcot and Orchestra at the Saratoga Springs Performance Hall).
- All other students (Wind Symphony, Color Guard) arrive at Hollywood Studios. Leave NOTHING behind on the bus! **Wind Symphony and Color Guard members must remember to eat lunch in the park (using Disney Dining Cards) BEFORE reporting to the busses at 12:30 p.m.!**
- 9:00 AM SYMPHONIC BAND and ORCHESTRA attend Disney workshops (2.5 hrs.)
- 11:30 AM SYMPHONIC BAND members board BUSES #1 & 2:
- Following the clinic, be sure to re-load instruments & equipment exactly as it was before!
 - BUS #1 & 2 will proceed directly to Hollywood Studios, drop off Symphonic Band members, and then be back to pick up Wind Symphony students by 12:15 p.m.
- ORCHESTRA members will board BUS #3 after their workshop and travel to Hollywood Studios.
- 12:30 PM WIND SYMPHONY and COLOR GUARD members meet in front of Hollywood Studios:
- WIND SYMPHONY will board BUSES #1 and #2 - **USE "SPECIAL" BUS ASSIGNMENTS** (found on your ID Badge).
 - COLOR GUARD members will travel by DISNEY BUS with Mrs. Frederick and one chaperone to Saratoga Springs.
- 12:45 PM WIND SYMPHONY and COLOR GUARD members depart for workshop.
- 1:00 PM WIND SYMPHONY arrives at backstage Epcot for workshop.
- 1:15 PM COLOR GUARD report to their workshop at the Saratoga Springs Performance Hall.

- 1:30 PM WIND SYMPHONY and COLOR GUARD attend Disney workshops (2.5 hrs.)
- 4:00 PM WIND SYMPHONY and COLOR GUARD travel back to Hollywood Studios:
- WIND SYMPHONY – Following the clinic, be sure to re-load instruments & equipment exactly as it was before!
 - WIND SYMPHONY will use BUSES #1 & 2 (Use “Special” Bus Assignments)
 - COLOR GUARD will use a DISNEY BUS (as a group, with Mrs. Frederick)
 - **Be sure to eat dinner at Hollywood Studios before 6:00 p.m.!**
- 6:00 PM Everyone meets at the entrance to “Beauty and the Beast” on Sunset Blvd. We will first take attendance (by ensemble). You must report to your primary director, who will have your name on his/her attendance list:

Director

Mrs. Frederick

Ms. Lawrence

Mr. Maxwell

Mr. Frederick

Students

All Color Guard members (including Kirsten Raver)

All Orchestra members

All Symphonic Band, Concert Band, & Perc. Methods members

All Wind Symphony members

As students have been checked in for attendance, the remaining chaperones will **each escort small groups (around 15 at a time) into the “Fantasmic” amphitheater.** Once inside, we will sit as a group. “Stadium food” (hot dogs, etc.), if desired, is available inside the amphitheater (at students’ expense).

- 7:00 PM Enjoy “Fantasmic”
- 7:15 PM Busses lined up and awaiting students in front of Hollywood Studios.
- 7:30 PM Board busses - **USE WEDNESDAY BUS ASSIGNMENTS (from the beginning of the day)** - and return to hotel.

NOTE: All WIND SYMPHONY members will have a brief meeting regarding loading instructions immediately after returning to the hotel – meet at BUS #4!

Before heading up to hotel rooms, be sure that instruments and equipment have been loaded/re-loaded in the following manner:

LOADING INSTRUCTIONS (Chaperones assist):

- BUS #1 – ALL Percussion Equipment, SYMPHONIC BAND Large Band Instruments, SYMPHONIC BAND Folders, Equipment & Containers, SYMPHONIC BAND Director Supplies, and Water Bottles (check supply)
- BUS #3 – ORCHESTRA Equipment Containers, Director Supplies, and Water Bottles (check supply)
- BUS #4 – WIND SYMPHONY “Unshared” Large Band Instruments, WIND SYMPHONY Folders, Equipment & Containers, WIND SYMPHONY Director Supplies, and Water Bottles (check supply)
- All other instruments and personal belongings should be brought up to the hotel rooms for overnight storage.

NOTE: SOME “SHARED” GHS INSTRUMENTS and ALL PERCUSSION EQUIPMENT must NOT be stored on BUS #4. These instruments will be used by SYMPHONIC BAND first, and so must be stored below BUSES #1 & 2. SYMPHONIC BAND will leave these instruments and all percussion equipment at the Waterside Stage in DOWNTOWN DISNEY following their performance on Thurs. These instruments are:

- Yamaha Bari. Sax #022177 – Tim Green (SB) and Joe Foster (WS)
- Yamaha Tuba #426910 – Matt Fee (SB) and David Kollman (WS)

ALSO:

- The affected WIND SYMPHONY WIND PLAYERS (above) should make sure that their **mouthpieces, reeds, neckstraps, and any other necessary accessories are with them, stored on BUS #4** for the next day!
- WIND SYMPHONY PERCUSSIONISTS should make sure that their stickbags, etc. have been stored with the other percussion equipment on BUS #1.

10:00 PM Room Check

10:30 PM Lights Out

THURSDAY, FEBRUARY 28

IMPORTANT – FIND THE SCHEDULE BELOW FOR YOUR ENSEMBLE/GROUP AND FOLLOW ONLY THOSE INSTRUCTIONS FOR THE DAY (Everyone follows the “EVENING” schedule)!

*** WIND SYMPHONY SCHEDULE:**

- 6:30 AM WIND SYMPHONY and COLOR GUARD ONLY - Rise and Shine!
- 6:45 AM Specified Chaperones – Room checks
- 7:00 AM Breakfast in the *Ballroom* (Wind Symphony, Color Guard, and specified chaperones).
- 7:45 AM BUSES #4 & 5 lined up and awaiting students at hotel.
- 8:00 AM WIND SYMPHONY and COLOR GUARD board BUSES #4 and 5 – **USE THURSDAY BUS ASSIGNMENTS** (found on your ID Badge). Everyone will load their instruments and formal concert uniforms (no marching attire), and board the busses as follows:

IMPORTANT:

- All WIND SYMPHONY uniforms should be **HUNG UP** inside BUS #4.
- **ALL WIND SYMPHONY Instruments, Equipment, Containers, Band Director Supplies, and Water Bottles** (check supply) should all be stored below BUS #4.

NOTE: SHARED GHS INSTRUMENTS and PERCUSSION EQUIPMENT must NOT be stored on BUS #4. These instruments will be used by SYMPHONIC BAND first, who will leave them for us at the Waterside Stage in DOWNTOWN DISNEY. These instruments are:

- Yamaha Bari. Sax #022177 – Tim Green (SB) and Joe Foster (WS)
- Yamaha Tuba #426910 – Matt Fee (SB) and David Kollman (WS)

The affected WIND SYMPHONY WIND PLAYERS (above) should make sure that their mouthpieces, reeds, neckstraps, and any other necessary accessories are with them, stored on BUS #4 for the day!

WIND SYMPHONY PERCUSSIONISTS should make sure that their stickbags, etc. have been stored with the other percussion equipment on BUS #1.

- Everyone should have their **I.D. Badge** with them!
- Make sure you receive your new **\$15 Disney Dining Card** (for dinner) and bring any **pocket \$** you want for the day!

- 8:30 AM WIND SYMPHONY and COLOR GUARD depart, travel to HOLLYWOOD STUDIOS.
- 9:00 AM Arrive at HOLLYWOOD STUDIOS, enjoy park (start heading back to busses at 11:15).
- 11:15 AM BUSES #4 & 5 arrive at Hollywood Studios to pick up WIND SYMPHONY and COLOR GUARD students. Boxed lunches from "Earl of Sandwich" should also arrive at this time. Directors and chaperones will meet delivery person and prepare to distribute lunches to students.
- 11:30 AM WIND SYMPHONY and COLOR GUARD students report to BUSES #4 & 5, receive boxed lunch from "Earl of Sandwich." WIND SYMPHONY will then board BUS #4, COLOR GUARD will board BUS #5.
- 11:50 AM WIND SYMPHONY departs for DOWNTOWN DISNEY PRE-SHOW AREA on BUS #4. COLOR GUARD departs for DOWNTOWN DISNEY on BUS #5
- 12:00 PM BUS #4 arrives at the DOWNTOWN DISNEY PRE-SHOW AREA with WIND SYMPHONY students. Unload instruments and uniforms, immediately begin changing.
- 1:00 PM BUS #4 takes WIND SYMPHONY to their DOWNTOWN DISNEY performance. When we arrive, SHARED GHS INSTRUMENTS (for David Kollman and Joe Foster) and PERCUSSION EQUIPMENT will be waiting at the stage.
- 1:30 PM **WIND SYMPHONY performs** at the DOWNTOWN DISNEY Waterside Stage (by "World of Disney" Store).
- 2:00 PM WIND SYMPHONY leaves Waterside Stage area, boards BUS #4 in the Downtown Disney parking lot, and travels back to the DOWNTOWN DISNEY PRE-SHOW AREA.
- 2:15 PM WIND SYMPHONY arrives at the DOWNTOWN DISNEY PRE-SHOW AREA – put away instruments. Change into street clothes – hang up uniforms inside of BUS #4.
- 2:35 PM WIND SYMPHONY members board BUS #4, return to DOWNTOWN DISNEY to watch Orchestra performance. After dropping off these students, BUS #4 will stay here to pick up WIND SYMPHONY students after the orchestra performance.
- 2:45 PM **Watch ORCHESTRA performance** at the DOWNTOWN DISNEY Waterside Stage (by "World of Disney" Store).
- 3:15 PM WIND SYMPHONY members board BUS #4 and travel to EPCOT.

*** COLOR GUARD SCHEDULE:**

- 6:30 AM WIND SYMPHONY and COLOR GUARD ONLY - Rise and Shine!
- 6:45 AM Specified Chaperones – Room checks
- 7:00 AM Breakfast in the *Ballroom* (Wind Symphony, Color Guard, and specified chaperones).
- 7:45 AM BUSES #4 & 5 lined up and awaiting students at hotel.

- 8:00 AM WIND SYMPHONY and COLOR GUARD board BUSES #4 and 5 – **USE THURSDAY BUS ASSIGNMENTS** (found on your ID Badge):
- Everyone should have their **I.D. Badge** with them!
 - Make sure you receive your new **\$15 Disney Dining Card** and bring any **pocket \$** you want for the day!
- 8:30 AM WIND SYMPHONY and COLOR GUARD Depart from hotel, travel to HOLLYWOOD STUDIOS.
- 9:00 AM Arrive at HOLLYWOOD STUDIOS, enjoy park (start heading back to busses at 11:15).
- 11:15 AM BUSES #4 & 5 arrive at Hollywood Studios to pick up WIND SYMPHONY and COLOR GUARD students. Boxed lunches from “Earl of Sandwich” should also arrive at this time. Directors and chaperones will meet delivery person and prepare to distribute lunches to students.
- 11:30 AM WIND SYMPHONY and COLOR GUARD students report to BUSES #4 & 5, receive boxed lunch from “Earl of Sandwich.” WIND SYMPHONY will then board BUS #4, COLOR GUARD will board BUS #5.
- 11:50 AM WIND SYMPHONY departs for DOWNTOWN DISNEY PRE-SHOW AREA on BUS #4. COLOR GUARD departs for DOWNTOWN DISNEY on BUS #5
- 12:00 PM BUS #5 arrives at DOWNTOWN DISNEY with COLOR GUARD students – proceed to the “Waterside Stage” (by “World of Disney). Sit as a group.
- 12:15 PM **Watch SYMPHONIC BAND perform** at the DOWNTOWN DISNEY Waterside Stage
- 12:45 – 1:20 PM: Explore nearby shops in DOWNTOWN DISNEY, then return to the Waterside Stage.
- 1:30 PM **Watch WIND SYMPHONY perform** at the DOWNTOWN DISNEY Waterside Stage
- 2:00 – 2:35 PM: Explore nearby shops in DOWNTOWN DISNEY, then return to the Waterside Stage.
- 2:45 PM **Watch ORCHESTRA perform** at the DOWNTOWN DISNEY Waterside Stage
- 3:15 PM COLOR GUARD board BUS #5 in the Downtown Disney parking lot - depart for Epcot.

*** SYMPHONIC BAND SCHEDULE:**

- 8:45 AM SYMPHONIC BAND and ORCHESTRA ONLY - Rise and Shine!
- 9:00 AM Specified Chaperones – Room checks
- 9:15 AM Breakfast in the *Ballroom* (Symphonic Band, Orchestra, and specified chaperones).
- NOTE:** Following breakfast, all **SYMPHONIC BAND** members should change into their performance **CONCERT uniform (not marching)**, and have street clothes for the day, spending money, and any other necessary personal belongings packed in your **UNIFORM GARMENT BAG**.
- 10:00 AM BUSES #1, 2, & 3 lined up and awaiting students at hotel.

10:15 AM SYMPHONIC BAND and ORCHESTRA board BUSES #1, 2, and 3 – **USE THURSDAY BUS ASSIGNMENTS** (found on your ID Badge). Everyone will load their instruments and board the busses as follows:

IMPORTANT:

- **All Percussion Equipment, Large Band Instruments, Band Equipment Containers, Band Director Supplies, and Water Bottles** (check supply) should all be stored below BUS #1.
- All **MEDIUM and SMALLER** band instruments should be stored below BUS #2.

NOTE: SHARED GHS INSTRUMENTS and PERCUSSION EQUIPMENT will be used by SYMPHONIC BAND first today. Following your 12:15 p.m performance, you will leave these instruments at the Waterside Stage in DOWNTOWN DISNEY (under chaperone supervision) for the WIND SYMPHONY. The affected wind instruments are:

- Yamaha Bari. Sax #022177 – Tim Green (SB) and Joe Foster (WS)
- Yamaha Tuba #426910 – Matt Fee (SB) and David Kollman (WS)
- SYMPHONIC BAND – Hang your UNIFORM GARMENT BAG (with your street clothes inside) **inside** of the bus you are assigned to.
- Everyone should have their **I.D. Badge** with them!
- Make sure you receive your new **\$15 Disney Dining Card** and bring any **pocket \$** you want for the day!

10:45 AM SYMPHONIC BAND - Depart from hotel, travel to DOWNTOWN DISNEY area.

11:00 AM BUSES #1 and 2 - arrive at the DOWNTOWN DISNEY PRE-SHOW AREA with SYMPHONIC BAND students.

11:45 AM BUSES #1 & 2 take SYMPHONIC BAND to their DOWNTOWN DISNEY performance. **IMPORTANT: Be sure to take ALL PERCUSSION EQUIPMENT containers with you to the Waterside Stage** – you will be leaving this equipment behind for WIND SYMPHONY following your performance.

12:15 PM **SYMPHONIC BAND performs** at the DOWNTOWN DISNEY Waterside Stage (by “World of Disney” Store). **IMPORTANT: At the conclusion of this performance, leave the SHARED WIND INSTRUMENTS (Tim Green and Matt Fee) and all PERCUSSION EQUIPMENT at the Waterside Stage (for Wind Symphony).** A Chaperone will be assigned to watch the equipment.

12:45 PM SYMPHONIC BAND leaves Waterside Stage area, boards BUSES #1 & 2 in the Downtown Disney parking lot, and travels back to the DOWNTOWN DISNEY PRE-SHOW AREA.

1:00 PM SYMPHONIC BAND arrives at the DOWNTOWN DISNEY PRE-SHOW AREA – put away instruments and change into street clothes. Hang up uniforms inside of the bus you are riding.

Boxed lunches from “Earl of Sandwich” should also arrive at this time. Director and chaperones will meet delivery person and distribute lunches to students (after they have changed and are ready to board busses). Take lunches with you on the bus – eat at Downtown Disney!

- 1:30 PM SYMPHONIC BAND boards BUSES 1 & 2, travels to DOWNTOWN DISNEY. Go to the Waterside stage to see the rest of the Wind Symphony performance, as well as the Orchestra at 2:45 p.m. (You may do some nearby shopping from 2:00 – 2:45 p.m.)
- 2:45 PM **Watch ORCHESTRA performance** at the DOWNTOWN DISNEY Waterside Stage (by "World of Disney" Store)
- 3:15 PM SYMPHONIC BAND board BUSES #1 & 2 in the parking lot – use **THURSDAY BUS ASSIGNMENTS** (on your ID Badge). Depart for Epcot.

*** ORCHESTRA SCHEDULE:**

- 8:45 AM SYMPHONIC BAND and ORCHESTRA ONLY - Rise and Shine!
- 9:00 AM Specified Chaperones – Room checks
- 9:15 AM Breakfast in the *Ballroom* (Symphonic Band, Orchestra, and specified chaperones).
- ORCHESTRA members will dress in street clothes for the morning, but have concert attire packed in a garment bag to bring along.
- 10:00 AM BUSES #1, 2, & 3 lined up and awaiting students at hotel.
- 10:15 AM SYMPHONIC BAND and ORCHESTRA board BUSES #1, 2, and 3 – **USE THURSDAY BUS ASSIGNMENTS** (found on your ID Badge). Everyone will load their instruments and formal concert uniforms (no marching attire), and board the busses as follows:
- **String Basses, Orchestra Equipment Containers, Orchestra Director Supplies, and Water Bottles (check supply)** should be stored below BUS #3. Violins, violas, and cellos may be brought onboard the bus you are riding (store violins and violas in the overhead compartments).
 - All **ORCHESTRA uniforms should be HUNG UP** on the inside of BUS #3.
 - Everyone should have their **I.D. Badge** with them!
 - Make sure you receive your new **\$15 Disney Dining Card** and bring any **pocket \$** you want for the day!
- 10:45 AM SYMPHONIC BAND and ORCHESTRA - Depart from hotel, travel to DOWNTOWN DISNEY area.
- 11:00 AM BUS #3 – Arrive at DOWNTOWN DISNEY with Orchestra students. **You will have 1 hour of free time before meeting for lunch.**
- 11:50 AM Boxed lunches from "Earl of Sandwich" arrive for ORCHESTRA members in the Downtown Disney parking lot by the "World of Disney" store. Ms. Lawrence and chaperones will meet delivery person and prepare to distribute lunches to students.
- 12:00 PM ORCHESTRA students – report to the parking lot by the "World of Disney" store to receive a boxed lunch. Take your lunch to the "Waterside Stage" to eat as you watch Symphonic Band perform.
- 12:15 PM **Watch SYMPHONIC BAND performance** at the DOWNTOWN DISNEY Waterside Stage.

- 12:45 PM ORCHESTRA leaves Waterside Stage area, boards BUS #3 in the Downtown Disney parking lot, and travels to the DOWNTOWN DISNEY PRE-SHOW AREA.
- 1:00 AM BUS #3 arrives at the DOWNTOWN DISNEY PRE-SHOW AREA with ORCHESTRA students. unload instruments, change into concert attire.
- 2:15 PM BUS #3 takes ORCHESTRA to their DOWNTOWN DISNEY performance.
- 2:45 PM ORCHESTRA performs at the DOWNTOWN DISNEY Waterside Stage (by "World of Disney" Store)
- 3:15 PM ORCHESTRA members leave Waterside Stage area, boards BUS #3 in the Downtown Disney parking lot, and travel back to the DOWNTOWN DISNEY PRE-SHOW AREA.
- 3:30 PM ORCHESTRA members arrive at the DOWNTOWN DISNEY PRE-SHOW AREA – put away instruments. Change into street clothes – hang up uniforms inside of BUS #3.
- 4:00 PM ORCHESTRA members board BUS #3 - depart for Epcot.

*** EVERYONE:**

ALL – Enjoy evening at EPCOT. ***Dinner in the park on your own (use Disney Dining Card)!***

- 9:00 PM Enjoy "Illuminations" (This show can be seen from nearly any location around the lagoon). **Immediately afterwards, everyone will meet at the entrance to "Spaceship Earth" (underneath the "big ball")**. Proceed to busses as a group.
- 9:15 PM All BUSES lined up and awaiting students in front of EPCOT.
- 9:45 PM Board busses (**THURSDAY BUS ASSIGNMENTS**), depart for hotel.
- 10:00 PM Arrive at hotel

LOADING INSTRUCTIONS (Chaperones assist):

- BUS #1 – All Percussion Equipment, Large Band Instruments, Band Equipment Containers, Marching Band Banner, Flag Equipment, and Band Director supplies. NOTE: Be sure that all MARCHING PERCUSSION and HORNS are accessible (not blocked by other equipment).
- BUS #3 – Orchestra Equipment Containers, and Orchestra Director Supplies
- All other instruments and personal belongings should be brought up to the hotel rooms for overnight storage.
- ALL UNIFORMS should be taken back to hotel rooms and hung up.
- Check that water bottle supply on BUSES #1, 2, and 3 is adequate for next day's marching band members (no water needs to be on Buses 4 & 5).

- 10:30 PM Room Check
- 11:00 PM Lights Out

FRIDAY, MARCH 1

- 6:30 AM Rise and Shine!
- 6:45 AM Chaperones – Room checks
- 7:00 AM Breakfast in the *Ballroom* (everyone should attend).
- 8:00 AM BUSES #1 – 4 lined up and awaiting students at hotel (BUS #5 is not used this day).
- 8:15 AM Students board busses (in street clothes)– **USE FRIDAY BUS ASSIGNMENTS** (found on your ID Badge). Instruments and complete marching uniforms are needed for marching band performance later! Load busses as follows:
- LOADING INSTRUCTIONS (Chaperones assist):**
- BUS #1 – All BAND & COLOR GUARD students with last names A – G
 - BUS #2 – All BAND & COLOR GUARD students with last names H – N
 - BUS #3 – All BAND & COLOR GUARD students with last names O – Z
 - BUS #4 – All ORCHESTRA students
- IMPORTANT:**
- All **marching band uniforms should be HUNG UP** on the inside of the bus you are riding on. *Don't forget your hat box, lyre, and flip folio!*
 - **Percussion Equipment, Large Band Instruments, Band Equipment Containers, and Band Director Supplies**, should all be stored below BUS #1 (be sure that marching instruments are accessible).
 - **Remaining Water Bottles** should be stored beneath BUSES #1 – 3.
 - All **MEDIUM and SMALLER band instruments** should be stored below BUS #2, with Symphonic Band instruments on the RIGHT side (entry side) of the bus, and WIND SYMPHONY instruments on the LEFT side (make sure that marching instruments are accessible).
 - You will be issued a new **\$30 Disney Dining Card** for the day.
 - Everyone should have their **I.D. Badge** with them!
 - Make sure you have any **pocket \$** you want for the day!
- 8:30 AM Depart from hotel, travel to the MAGIC KINGDOM. **IMPORTANT: Everyone must eat lunch and dinner on their own in the park (use Disney Dining Card)! Marching Band – eat before you meet at 1:00 p.m.!**
- 12:30 PM BUSES # 1, 2, & 3 arrive backstage and await marching band members.
- 1:00 PM **MARCHING BAND meets at the Golden Oak** (across from Pecos Bill's & to the left of the Splash Mtn. entrance). **STAND WITH YOUR SECTION - Section Leaders help take attendance (lists provided)!** Enter backstage area, begin changing into uniforms.
- 2:30 PM MARCHING BAND performs in the "Celebrate a Dream Come True" pre-parade. Following the parade, put away instruments, equipment, and uniforms:
 - Store **large, school-owned band instruments and equipment** under BUS #1.
 - **Band uniforms (including hat boxes)** must be stacked NEATLY under BUS #2.
- NOTE: All other students are expected to attend this performance (anywhere along the parade route)!**
- 8:00 PM Enjoy Fireworks at Cinderella's Castle.
- 8:15 PM BUSES #1, 2, 3 & 4 are lined up and awaiting students in front of the Magic Kingdom.

- 8:45 PM Everyone meets the busses at the Transportation Center. **Note:** When exiting the park at the end of the evening, you must RETURN TO THE TRANSPORTATION CENTER via the Monorail or the Ferry Boat. Our busses will be waiting in the same spot that they dropped us off at in the morning! Board busses using **FRIDAY BUS ASSIGNMENTS!**
- 9:00 PM Depart for hotel
- 9:15 PM Arrive at hotel.

LOADING INSTRUCTIONS (Chaperones assist):

- Leave all **large, school-owned band instruments and equipment** in the storage bays under BUS #1. All other instruments should be brought up to hotel rooms for overnight storage.
- **Band uniforms (including hat boxes)** must be stacked NEATLY in the storage bays under BUS #2.

IN YOUR HOTEL ROOMS, everyone should:

- **pack luggage** for return trip the next day!
- **clean up room** - including bathroom - as much as possible!

- 10:30 PM Room Check
- 11:00 PM Lights Out

SATURDAY, MARCH 2

- 6:30 AM Rise and Shine!
- 6:45 AM Chaperones – Room checks
- 7:00 AM Breakfast in the *Ballroom* (everyone should attend).
- 7:45 AM ROOM INSPECTIONS by chaperones. At least one student (ROOM CAPTAIN) must remain in the room until a chaperone has approved the room condition and collected all room keys!!!
- 8:00 AM ALL BUSES (#1 - 5) lined up and awaiting students at hotel.
- 8:15 AM Students board busses – **USE ORIGINAL BUS ASSIGNMENTS** (found on your I.D. Badge). Load busses as follows:

LOADING INSTRUCTIONS (Chaperones assist):

- LOAD ALL BELONGINGS AND EQUIPMENT onto busses using LOADING INSTRUCTIONS from Monday, 2/25.
- Make sure to load **pillows, blankets, clothes for colder weather, and carry-on bags in the overhead compartments OF THE BUS YOU WILL BE RIDING HOME LATER** (The BUS you rode on the first day of the trip)!!!
- Everyone should have their I.D. Badge with them!
- You will be issued a new **\$15 Disney Dining Card** for the day.
- **Any pocket \$ you need for the day AND for the return trip to Geneva should be kept ON YOUR PERSON!**
- **REMEMBER – You WILL NOT be able to access any of your luggage or other belongings stored under the bus from this point until we arrive home!**

- 8:45 AM Depart from hotel, travel to ANIMAL KINGDOM. **IMPORTANT: Everyone must eat lunch on their own in the park!**

- 2:45 PM Four Busses ("Corporate Coaches") lined up and awaiting students at Animal Kingdom.
- 3:00 PM Everyone meets at busses ("Corporate Coaches"); board using **CORPORATE COACHES BUS ASSIGNMENTS** (found on your ID Badge)
- 3:15 PM Depart for Downtown Disney
- 3:30 PM Arrive at the entrance to Planet Hollywood at Downtown Disney – wait to be seated by guest coordinator. **IMPORTANT: Mr. Frederick must pick up Cirque du Soleil Tickets at this time!**
- 4:00 PM Dinner at Planet Hollywood
- 5:15 PM Dinner ends. Students gather outside of Planet Hollywood, Students are given tickets and then proceed as a group to the entrance of *Cirque du Soleil*.
- 6:00 PM Students attend performance of *Cirque du Soleil*.
- 7:30 PM Busses lined up outside of *Cirque du Soleil* (Tri-State Travel).
- 7:35 PM Students board busses – use **ORIGINAL BUS ASSIGNMENTS** (found on your I.D. Badge).
- 7:45 PM Depart for Geneva, IL.

SUNDAY, MARCH 3

- AM Bus driver change in Dalton, GA
Set clocks back 1 hour en route (Tennessee border)
- 7:30 AM (Tennessee Time - approx.) Breakfast at the Chattanooga Choo-Choo Hotel in Chattanooga, TN (1-800-872-2529)
- 12:30 PM (Kentucky Time – approx.) Boxed lunch delivered by Subway (1-270-534-7827).
- White Haven Rest Area, 1845 Lone Oak Rd., Paducah, KY 42001
- PM Bus driver change in Tuscola (or Effingham), IL
- 7:00 PM (Illinois Time – approx.) Arrive at Geneva High School (McKinley St.) – put away all equipment and instruments before leaving!

MONDAY, MARCH 4

- AM Classes at GHS – **BE THERE**...even if you look/feel like this!



PARENTS – Follow our trip on TWITTER! Just go to [twitter.com](https://twitter.com/geneva304music) (set up a free account if you don't already have one) and search: [@geneva304music](https://twitter.com/geneva304music). We will give you updates during our trip and keep you apprised of our arrival time on Sunday evening (March 3)!