



FIELD TRIPS, EXCURSIONS AND OTHER STUDENT TRIPS

Students are to submit permission slips signed by parent(s)/guardian(s) prior to going on the scheduled trip and must be appropriately dressed. A teacher(s) and/or other qualified individual(s) must accompany every group.

NOTE: A detailed itinerary is to be submitted with this form. Including a breakdown of total anticipated costs; showing itemized expenses (transportation, ticket prices, etc.) and method(s) of payment.

Teacher(s) Making Request: Dave Grossman Grade Level: 9-12 Request Date: 1-11-23
Date(s) of Proposed Trip: 3/26/25 - 3/30/25 Event Name: NACC Orlando, FL Vocal Music Trip
Phone number(s) for 24 hour contact in case of EMERGENCY: 978-500-3708 Destination: See attached
Address: See attached

NOTE: If this is an OVERNIGHT or OUT-OF-STATE field trip, has the Plymouth School Committee approved it within the last 3 years? YES NO
If YES, indicate the date of School Committee approval: _____

IF THERE IS A CONTRACT INVOLVED WITH THE TRIP, IT MUST BE REVIEWED BY THE BUSINESS ADMINISTRATOR.

Relevance of the "proposed" field trip - (Please attach a detailed response to the following 3 questions):

- 1.0 How does this proposed field trip focus on helping students acquire the knowledge and skills described in the Common Core of Learning established by the Board of Education?
- 2.0 How the proposed field trip is integrated into the curriculum, or are content materials reflective of one of the core subject areas as described in the Common Core of Learning established by the Board of Education?
- 3.0 How does the proposed field trip have learning outcomes consistent with the knowledge and skills described in the Common Core of Learning established by the Board of Education?

Education Follow-Up by ALL Students: _____

Provisions for Students NOT Participating: _____

Number of students NOT participating: 0 Number of students who are participating: 50 Do any students require medication?* YES NO

*If any student requires medication, state the provisions for attending to their medical needs: _____

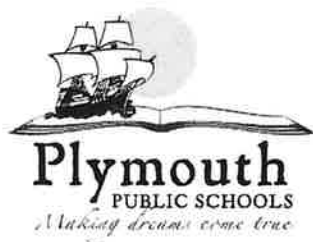
Cost/Student: 1575 Cost/Teacher: 0 Cost/Chaperone: 2000 District Cost: 0

Type of Transportation: Bus, Airplane Adult/Chaperone: Dave Grossman
Departure Time/Place: 2pm from PNHS Return Date/Time: 3/30, 10:30pm

RECOMMENDATIONS:
Dept. Head: [Signature] Approved Disapproved Date: 1/11/2024
Principal: [Signature] Approved Disapproved Date: 1/11/2024
Business Administrator: _____ Contract - YES Contract - NO Date: _____
Superintendent: _____ Approved Disapproved Date: _____

If there is not contract required, you MUST write "NO CONTRACT" in place of signature.

COMMENTS: _____



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National A Cappella Convention/Orlando, FL Performance, Cultural, and Study Tour March 26-30, 2025

Plymouth North High School Vocal Music Ensembles

School Committee Presentation January 22, 2024

TO: Dr. Stacey Rogers
Assistant Superintendent of Administration and Instruction

FROM: Mike Caple, Visual and Performing Arts Coordinator

RE: 2025 National A Cappella Convention/Orlando, FL
High School Vocal Ensembles

DATE: January 11, 2024

Please find the attached proposal for the Plymouth North High School Vocal Music Ensembles 2025 National A Cappella Convention/Orlando, FL trip.

The following information is attached for your approval and support:

- Plymouth Public Schools Field Trip Form
- Detailed Working Itinerary indicating reservations and pending agreements
- Student Qualifications/Eligibility
- Student Behavior Guidelines and Expectations
- Student Payment Plan
- Detailed Fundraising Plan
- Chaperone Application Procedures and Responsibilities

One chaperone per 10 students, including three sponsoring teachers/coordinators, will direct and accompany all itinerary activities. A protocol is in place for the selection of chaperones, focusing on parent/guardian participation.

The Plymouth Public Schools Visual and Performing Arts teachers, their students, and respective classes and ensembles perform regularly for local civic, community and state events. This trip will provide opportunities for our students to learn via their own performances, performances by other high school vocal ensembles and professional ensembles, workshops, master classes, and will illuminate the influence, responsibility and power the arts have in our society. We look forward to presenting our proposal, answering any questions, and gaining your support of this initiative at the Monday, January 22nd School Committee meeting.

Relevance of the “proposed” field trip - (Please attach a detailed response to the following 3 questions):

1.0

How does this proposed field trip focus on helping students acquire the knowledge and skills described in the Common Core of Learning established by the Board of Education?

This trip will provide students with the opportunity to participate in the NACC (National A Cappella Convention) festival. NACC is the nation’s leading educational and performance opportunity for high school vocal groups. Students will learn from some of the top professionals in contemporary a cappella and choral music, in focused workshop settings, masterclass settings, and direct feedback from their performances. Students will also learn alongside high school students from around the country, participating in the same workshops, watching performances from their a cappella and choral ensembles, as well as engaging in performances from professional vocal groups.

2.0

How is the proposed field trip integrated into, or are content materials reflective of one of the core subject areas as described in the Common Core of Learning established by the Board of Education?

NACC’s workshops cover topics involving vocal technique, arranging and music theory, reflection on performances and auditory examples, and more. In addition, the opportunity to perform for other groups and the exposure to other fantastic ensembles will help our students progress as musicians and performers.

3.0

How does the proposed field trip have learning outcomes consistent with the knowledge and skills described in the Common Core of Learning established by the Board of Education?

The proposed field trip will help make students better singers and musical artists, and help promote musical and personal independence while demonstrating to students what is possible in the world of vocal music and arts collaboration.

**Proposed Trip Itinerary
Plymouth North High School Vocal Music NACC Trip
Orlando, FL; March 2025**

Wednesday, March 26, 2025 – Day 1:

- 2:00p.m. Depart PNHS for airport via PPS Bus – Logan or T.F. Green, subject to availability and flight schedule**
- 3:30p.m. Arrive at the airport**
- 6:00p.m. Depart for Orlando, FL**
Exact departure time subject to availability and flight schedule.
- 9:00p.m. Arrive in Orlando, FL at Orlando International Airport (MCO)**
A local motorcoach will be waiting outside of baggage claim for your group.
- 10:00p.m. Arrive at Wyndham Resort International Drive, subject to availability**
Check-in and rest for the night

Thursday, March 27, 2025 – Day 2:

- 7:00 a.m. Breakfast at the resort**
- 8:00 a.m. Depart by Motorcoach for Disney’s Magic Kingdom**
- 9:00 a.m. Admission to Disney’s Magic Kingdom**
Lunch in the Park – on own, Dinner in the Park – meal voucher. Possible singing opportunity.
- 6:00 p.m. Return to resort**
Freshen up for the evening
- 7:00p.m. Opening Night Concert**
Featuring top a cappella groups from around the country
- 9:00 p.m. Return to hotel rooms**

Friday, March 28, 2025 – Day 3:

- 7:00a.m. Breakfast at the resort - In**
- 9:00a.m. Workshops/Masterclasses/Soundchecks**
- 12:00p.m. Lunch Break**
- 1:00p.m. Friday Showcase Concert, featuring participating high school a cappella groups**
Choral Festival, featuring participating high school choral ensembles
- 3:00p.m. Workshops**
- 5:00p.m. Dinner at a restaurant next to the resort**
Adjacent to the resort are about 20 different restaurants
- 6:30p.m. Return to Resort**
- 7:00p.m. Friday Night Concert**
Featuring top a cappella groups from around the country
- 9:00 p.m. Return to hotel rooms**

Saturday, March 29, 2025 – Day 4:

- 7:00a.m. Breakfast at the resort**
- 9:00a.m. Workshops/Masterclasses/Soundchecks**
- 12:00p.m. Lunch Break**
- 1:00p.m. Saturday Showcase Concert, featuring participating high school a cappella groups
Choral Festival, featuring participating high school choral ensembles**
- 3:00p.m. Workshops**
- 5:00p.m. Group Dinner at a restaurant next to the resort**
- 6:30p.m. Return to Resort**
- 7:00p.m. Saturday Night Concert
Featuring top a cappella groups from around the country**
- 9:00 p.m. Return to hotel rooms**

Sunday, March 30, 2025 – Day 5:

- 7:00 a.m. Breakfast at the resort**
- 8:00 a.m. Depart by Motorcoach for Disney’s Hollywood Studios**
- 9:00 a.m. Admission to Disney’s Hollywood Studios
Lunch in the Park – meal voucher. Possible singing opportunity.**
- 2:30p.m. Depart Hollywood Studios for Orlando International Airport**
- 3:00p.m. Arrive at Orlando International Airport (MCO)
It is important to arrive at least 2 hours prior to your departure time**
- 5:00 p.m. Depart for home airport
Logan or T.F. Green International Airport, subject to availability and flight schedule**
- 8:00p.m. Arrive at home airport**
- 8:30p.m. Depart airport for PNHS via PPS Bus**
- 9:30p.m. Arrive at PNHS**

Price includes:

- All-Access Pass to Concerts, Workshops, Showcases, and more at NACC A Cappella Festival
- 3-day Motorcoach transportation
- 4 nights accommodation at Wyndham Resort International Drive
- 2-day Ticket for Disney Parks of your choice
- 2 meals in the parks – meal voucher
- Dinner at local restaurant
- Gratuity for Driver(s)
- 4 Breakfasts and 2 Lunches at the hotel
- Roundtrip airfare

Price does not include:

- Meals unless specified (4 meals)
- Personal expenses

**Proposed Payment Plans
Plymouth North High School Vocal Music NACC Trip
Orlando, FL; March 2025**

Total cost per student, without fundraising: \$1,575
 Total cost per student, if \$15,000 fundraising goal is met: \$1,275

Payment Schedule:

First	March 29, 2024	\$200
Second	April 26, 2024	\$100
Third	May 17, 2024	\$150
Fourth	June 14, 2024	\$150
Fifth	July 12, 2024	\$150
Sixth	August 16, 2024	\$150
Seventh	September 13, 2024	\$150
Eighth	October 18, 2024	\$150
Ninth	November 15, 2024	\$150
Final Payment	January 24, 2025	\$225 (Dependent on fundraising efforts)

All payments are non-refundable and are due on each respective payment deadline.

Fundraiser Detail
Plymouth North High School Vocal Music NACC Trip
Orlando, FL; March 2025

Our fundraising goals for this trip allow for each student to raise about \$300-\$500 towards their trip payments. Based on our fundraising plans, students could raise any amount, depending on their involvement and individual fundraising efforts. Listed below are potential fundraisers to implement in order to meet that goal, and the estimated earnings from each program. The funds from some programs will be split evenly between all students (large events, private donations, grants), and funds from some programs will go directly to the students who raised the funds (product sales, individual/pair services and events)

Group Fundraisers – Funds split between all students (\$11,000 goal)

- Online fundraiser - After trip approval, we will launch an online donation campaign (\$2,500 goal)
- Restaurant Nights - about \$200 per event, (\$1,000 goal)
- Private Donations - Writing letters to ask for support from local organizations and individuals to support this trip (\$3,000 goal)
- Raise Craze - A fundraising platform fueled by acts of kindness. We will run a campaign to raise money for the trip. Students would create an individual fundraiser page and list the acts they will perform. We could also do acts together like performing at the senior center. With Raise Craze we set the time frame for the acts of kindness. This will be both an individual and group fundraiser. (\$2,000 goal)
- Student "Rock Show" - Hosting a concert featuring bands/musical acts comprised of PPS students (\$1,500 goal)
- Concert Donations - Donations at vocal music concerts and theatre performances between Feb. 2024 and Feb. 2025 (\$1,000 goal)

Individual Student Fundraisers – Funds raised individually by each student (\$7,000 goal)

- Hilliard's Chocolates Fundraiser -- (\$5,000) \$50 per student, per box of chocolate sold.
 - Students will sell 2+ boxes of Hilliard's chocolate bars. Each box costs \$50.00 and contains 40 chocolate bars, sold at \$2.50 a bar, netting a profit of \$50 per box
- 'Sponsor a Payment'- (\$2,000) in addition to soliciting donations for the whole group, we are doing a push for community members and other families to sponsor a payment for a student in need. We will split these among those with the greatest financial needs to be able to include these students in this trip.

Financial Aid:

We have set aside approximately \$2000 in funds from past fundraising to fund scholarships for students who need help with the cost of the trip. This will be split among those needing assistance. We are also pushing a "Sponsor a Payment" initiative to encourage those who are financially able to send a payment to help a music student participate in the trip.

Students will all be encouraged to participate in fundraisers to bring down costs as well.

Student Behavior Guidelines and Expectations
Plymouth North High School Vocal Music NACC Trip
Orlando, FL; March 2025

Plymouth Public Schools: Code of Conduct

"The Plymouth Public Schools believe that good school discipline promotes equal educational opportunity and a safe and effective educational environment.

Students need a safe and orderly environment in which to learn. Students have the responsibility to behave appropriately. Students may not disrupt the educational process, endanger or deprive others of their rights to an education.

Fair and reasonable procedures will be followed to assure students of their rights. Students must recognize that, to maintain an atmosphere conducive to learning, it is necessary for school officials to exercise reasonable authority."

-Plymouth Public Schools High School Student Handbook

- 1) As a participant in the Plymouth North High School Vocal Music NACC/Orlando, FL Tour, students represent Plymouth, Plymouth Public Schools Visual and Performing Arts Department, Plymouth North High School and Music Department, their parents/guardians and themselves. All behavior and demeanor should be above reproach.
- 2) All rules and regulations stated in the Student Handbook will be in effect throughout the duration of the trip. Please review the following policies which are of special importance on this trip:
 - Attitude, Behavior and Language
 - Public Displays of Affection
 - Anti-Bullying Policy
 - Harassment Policy
 - Student Sexual Harassment
 - Search and Seizure
 - Tobacco Use Policy
 - Use and/or Possession of Alcoholic Beverages or Drugs
 - Use of and/or Possession of Dangerous Objects

*The Student Handbook is available for download at <http://www.plymouth.k12.ma.us>
- 3) All student handbags, backpacks, luggage, or other methods of carry are subject to search.
- 4) No student may tamper with another person's personal belongings.
- 5) Students are not to leave their assigned hotel rooms for any reason after "lights out" each night. Phone numbers for chaperones and teachers will be made available to all students for emergency situations.
- 6) Students must remain with the group throughout the trip.
- 7) The sponsoring teachers/coordinators hold the responsibility to send a student home for any of the following incidences:
 - Any violation of the School's policies on tobacco, alcoholic beverages, drugs, or dangerous objects
 - Any violation of the Behavior Guidelines and Expectations
 - Any act which in any way jeopardizes the safety or well-being of another student or oneself, or which hampers the progress of the trip.

In such an occasion, the parent(s) or guardian(s) of the involved student(s) will be contacted and the student(s) will be sent home at the parent's/guardian's expense.

Student Qualifications for Participation
Plymouth North High School Vocal Music NACC Trip
Orlando, FL; March 2025

Each student planning to attend the Plymouth North High School Vocal Music NACC Trip to Orlando, FL must meet all of the following criteria:

1. Currently enrolled as a member of a Plymouth North High School vocal music performance ensemble(s).
2. Good academic standing.
3. Maintain a consistent attendance record at rehearsals and performances throughout the school year (an unexcused absence from a performance or more than two unexcused absences from rehearsals will result in disqualification from the trip).
4. Have no current suspendable offenses.

Final decisions for student participation rest with the performing ensemble directors and the Plymouth North High School administration.

**Chaperone Application
Plymouth North High School Vocal Music NACC Trip
Orlando, FL; March 2025**

All chaperones must be one of the following:

- A. a parent/guardian of a Plymouth North High School Vocal Music ensemble member attending the trip or**
- B. a Plymouth Public Schools administrator or staff member**

Full Name: _____

Relation to PNHS Vocal Music: _____

Home Address: _____

Home Phone Number: _____

Cell Phone Number: _____

Email Address: _____

Date of Birth: ____/____/____ Gender: M F

Please provide a brief statement detailing your experience as a chaperone or as a leader of high school-age students and why you would like to participate in this initiative.

By marking 'Yes' below, I acknowledge that I understand the NACC/Orlando, FL Tour Chaperone Procedures and Responsibilities.

Yes

If needed, please fill out the attached Criminal Offender Record Information (CORI) Form and submit the form at Plymouth North High School, or the Plymouth Public Schools Visual and Performing Arts Office. No application will be processed without an **approved CORI**.

The cost for all chaperones on the trip is a **fixed rate of \$1000**. This should be paid in ten **non-refundable** deposits, following the student payment schedule above:

First	March 29, 2024	\$200
Second	May 17, 2024	\$200
Third	July 12, 2024	\$200
Fourth	September 13, 2024	\$200
Fifth	January 17, 2025	\$200

Procedures and Responsibilities for All Chaperones While on the Trip

The level of student supervision of students is the same level of supervision of students required on school grounds.

- Teachers and chaperones must assume a 24-hour per day responsibility for an assigned group of students from the time they leave until the time they return. All chaperones will lead by example by adhering to the same code of conduct as the students.
- Chaperones are expected to follow the Student Handbook and Rules and the Student Behavior Guidelines and Expectations for the NACC/Orlando, FL trip. All suspected violations should be reported (immediately) to a PPS VPA Staff Member.
- Chaperones must actively supervise – assist with loading and unloading of buses, setting up performances and keeping an accurate check on students assigned to their care.
- Chaperones may not retire until after all students are secure in their rooms, “lights out”, and the hotel security crew is in place.
- Medical Forms and Permission Slips for each student will be carried by the sponsoring teachers/coordinators. In the case of an accident, the medical release waivers shall be presented to the treating physician.
- Chaperones are required to report any illness or injury of students to a PPS VPA Staff Member immediately.
- Chaperones need to be able to fulfill the physical requirements of the trip- walking, hours, etc.

Priority Preferences for Chaperone Selection

- 1. Parent/Guardian of student from each grade level and each ensemble**
- 2. No more than one chaperone per family**
- 3. Final decisions will be made by sponsoring music teachers/directors, Visual and Performing Arts Coordinator and school administrators.**

