

GlenOak High School

Choral Music Department

Brian D. Kieffer & Mary T. Meese, Directors

www.gohschoir.org

Orlando Trip Includes...

- Roundtrip air & transfers
- One 50 lb. piece of luggage
- Charter bus transportation throughout Orlando, Winter Park & Cocoa Beach
- 4 nights hotel accommodations
- 4 Breakfasts
- 4 dinners...meal coupons while on Disney property & pizza (hotel poolside) compliments of VPA
- 3 days admission to Walt Disney World (Magic Kingdom/Hollywood Studios/Epcot/Animal Kingdom)
- Participation in 2020 “Festival Disney” at Saratoga Springs Disney Resort
- One day at Cocoa Beach
- 1 day admission to Disney’s Typhoon Lagoon Water Park
- Service & assistance of a Tour Rep while in Orlando

Meals that are NOT included...

- Friday...Lunch at beachside spots
- Saturday, Sunday & Monday...*OPTIONAL* lunch at Disney Park
- Tuesday..... Dinner at airport

Meal Schedule Notes...

- If you choose to eat at a given airport, this will be at your own expense.
- You are financially responsible for **up to 5** “meals” during this five day trip. If you choose to have 2 meals per day, your food expenses will be less than what is proposed above.
- **NINE (9)** meals are paid for before departure.
- We feel that you will spend between \$10.00 & \$15.00 when you pay for meals at your own expense. You may have to use your best judgment in knowing how much money you will spend per meal.

Trip Itinerary

Friday; April 3rd

1. DEPART CLE 6:10 AM/ARRIVE BNA OR MDW 6:50 AM/DEPART BNA 8:05 AM/ARRIVE MCO 11:00 AM
2. Transport to Cocoa Beach
3. Transport to **Hawthorn Suites by Wyndham Orlando Lake Buena Vista**
8303 Palm Pkwy
Orlando, FL 32836
866.756.3778

Saturday; April 4th

1. 2020 Festival Disney (Chorale & Drifters) at Saratoga Springs Disney Resort
2. Disney Park
3. 2020 Festival Disney Awards Ceremony

Sunday; April 5th

1. Performances at Winter Park Church & Rollins College
2. Disney Park

Monday; April 6th

1. Disney Park

Tuesday; April 7th

1. Disney's Typhoon Lagoon Water Park
2. DEPART MCO 7:50 PM/ARRIVE MDW 9:45 PM/DEPART MDW 10:45 PM/ARRIVE CLE 12:55 AM...School Bus home from CLE to GOHS
3. Late evening arrival

GENERAL PAYMENT SCHEDULE... Total Trip Cost = \$1,460.00

(does not include trip insurance or fees for Insufficient Funds)

<u>Payment Number</u>	<u>Amount Due</u>	<u>Date Due</u>
Down Payment/Payment #1	\$100.00	10/3/19
Payment #2	\$170.00	10/18/19
Payment #3	\$170.00	11/8/19
Payment #4	\$170.00	11/22/19
Payment #5	\$170.00	12/6/19
<u>A MINIMUM OF \$780.00 MUST BE PAID BY 1/5/18</u>		
Payment #6	\$170.00	1/10/20
Payment #7	\$170.00	1/24/20
Payment #8	\$170.00	2/7/20
Payment #9/Final Payment	\$170.00...balance	2/26/20

POSSIBLE FUNDRAISERS

All fundraiser instructions, logistics and due dates will be given to students in class and available at www.gohschoir.org. A “working” list of fundraisers are listed below.

OCTOBER

- Sponsorship Program (Kieffer)
- Candy sale (Elijah)
- Boo at the School (officers and Mrs. Lauer)...**still need a 2nd adult co-chair!**
- Leaf Raking (Hayden, Clark, Kieffer)
- “Dinner night out” at BJ’s Brewhouse (for raffle in November)

NOVEMBER

- Leaf Raking (Hayden)
- Raffle (Megan)
- Coupon Card (Megan)

DECEMBER

- Wreath or Holiday Basket Raffle (Hannah & Colin)
- Ornaments Sale (Hayden)
- Stocking Donations (Hannah)

JANUARY

- 2nd wave of the Sponsorship program (Kieffer)
- Chili’s Breakfast (Hannah)
- Gift Card app (Colin)
- Cabaret Night (Elijah & Hannah)

FEBRUARY

- Potential 2nd candy “quick sale” (Elijah)
- Singing Valentine’s Day Telegrams (Kieffer & Officers)

MARCH

- PRODUCT sale...TBD
- Duct tape staff/admin to wall (Colin)

APRIL

- Benefit Concert

Ways to raise funds on your own

- Mow lawns
- Snow removal
- Babysit

General & Fundraiser Payment Instructions

- All payments must be in the form of a check or money order. Checks should be made payable to “GlenOak VPA” with Orlando Pmt. # or Fundraiser title in the memo on the check.
 - *NO CASH WILL BE ACCEPTED.*
- Use the numbered “Trip Payment Installment Slips” that are attached for every general payment
- Use the “Fundraiser Payment Slips” that are attached for every fundraiser payment
- All payments are to be mailed to:
 - *ATTN: Linda Clark (Orlando Trip Pymt) GOHS 1801 Schneider St. NE Canton, OH 44721*
- A minimum of \$170.00 MUST be paid on all “GENERAL PAYMENT” dates.
- All “General Payments” & “Fundraiser Payments” MUST be mailed via USPS. Absolutely no payments will be accepted during class or at school by Mr. K or Ms. M. Payments can be turned into Mrs. Clark (A Wing...2nd floor...office off of commons area...red walls).
- When mailing payments, please be sure to send them in advance of the due date.
- If a fundraiser payment and a general payment are due on the same day, you may use a portion of your fundraiser profit to account for a general payment. Please notate this in a brief written explanation on a Post-It included in the payment mailing.
- When making a fundraiser payment, the total amount of the fundraiser must be mailed in, not just the profit/credit.
- A spreadsheet will be posted at gohschoir.org for you to reference at your convenience.
- The general payment amount of \$170 is a suggested amount. You may pay more on payment dates.
- You may pay your trip off in full on any general payment date.
- If a student makes more money than the trip costs, the student will be issued a refund check the night of the Benefit Concert (April 1st). This check will be made payable to the student in the excess amount of the trip cost.
 - *It is suggested that the above be used as spending money...or to pay back parents!*
- The total trip cost of \$1,460.00 is subject to change if need be. This is our travel agency’s policy and would only take place due to the changing of flight schedules
 - *FYI...This has only happened twice in the past 12 trips*
- If you have any questions concerning financial matters, please contact Linda Clark via e-mail...clarkl@plainlocal.org. Ms. M & Mr. K do not handle trip financial matters.
- Those buying a fundraiser item are encouraged to pay by check, not cash (checks payable to “GlenOak VPA”). If you are given cash, please have a parent/guardian deposit the cash & issue a check in the same amount to be mailed for fundraiser payment dates.
- All fundraiser forms are to be mailed **with** fundraiser payments & slips by the due dates.
- If your check or any 3rd party check is returned NSF or bounces, you will be responsible for all bank fees.

TRIP CANCELLATION FEES

All fees below are in addition to the non-refundable \$100 down payment

- Cancellation must be in email form to Ms. Meese (Mon 8:00 am – Friday 3:00 pm)
- FLIGHT IS NON-REFUNDABLE
- 90 - 46 days prior to trip departure cancellation
 - \$100.00 cancellation fee will be charged
 - All monies *excluding air & \$100 down payment* will be refunded
- 45 - 31 days prior to trip departure cancellation
 - \$250.00 cancellation fee will be charged
 - All monies *excluding air & \$100 down payment* will be refunded
- 30 days or less prior to trip departure cancellation
 - No refund issued

CANCELLATION NOTES

- Please realize that if you choose to cancel your trip, you are still financially responsible for the portion of the trip that is NOT REFUNDABLE. **This means that if you have paid less than the amount that is non-refundable at the time of cancellation, you still owe the non-refundable amount for your trip.**
 - *In this case, you will actually be PAYING TO **NOT** ATTEND THE TRIP.*
- Anyone moving away, getting sick or injured before the trip must still pay the cancellation fees. Therefore, Travel Protection Insurance may be something you want to invest in.

TRAVEL PROTECTION INSURANCE NOTES

- Travel Protection Insurance will cover trip cancellation for illness, injury or death for themselves or an immediate family member.
- If you wish to purchase Travel Protection Insurance, you can look into it at Travel Guard and Travel Insured. These are just 2. There are many others as well.

Future Reference Items:

- No student will be permitted to have a different itinerary from ours. All will depart & arrive as a group.
 - *Family who wish to visit students will need to abide by our itinerary*
- Chaperones have been secured for this year.
- Please check **www.gohschoir.org** periodically for updates.
- Any infringements on the school code of conduct are grounds for being sent home at the students own expense. Theft, shoplifting, smoking, vaping, drug or alcohol use, inappropriate behavior, etc. are grounds for being sent home.
- If your child has emotional, mental or physical needs that are important for us to know while they are in our care, we GREATLY appreciate knowing about these ahead of time.

(CONTINUED)

- Early March there will be some important info distributed concerning medication while on the trip. Please watch for this as it is imperative for your child's safety that our nurse be informed of your child's medical needs.
 - *Paperwork will need to be completed and Med Forms as well as Medications will need to be turned into the nurse the night of the Benefit Concert (April 1st).*
- Sponsoring students in need...
- TONIGHT: Payments in envelope with Permission Slip, \$100 non-refundable down payment check & completed Trip Payment Installment Slip
 - *All future payments are sent USPS or given to Mrs. Clark...not Ms. Meese or Mr. Kieffer*

Final Parent's Meeting

- April 1st, 2020; 8:15 pm GOHS Theater...following the Benefit Concert
- All traveling Chorale members plus 1 parent must attend. **PLEASE, NO EXCEPTIONS.**
- April 1st Meeting Agenda
 1. Student Expectations (*Code of Conduct & repercussions for infractions*)
 2. Important Communication Tools
 3. Final Itinerary
 4. Performance Times & Locations
 5. Paperwork (Emergency Medical Forms, permission slips, etc.)
 - * *Please bring students medical doctor/dentist information (names, numbers, etc.)*
 6. Medications turned into Nurse with proper paperwork
 7. Your questions

GlenOak High School

Chorale

~ Festival Disney 2020 ~

Orlando, Florida

My son/daughter (PLEASE PRINT) _____ has my permission to attend and participate in the Chorale trip to Orlando, Florida on April 3 - 7, 2020. We have read, understand and accept the policies regarding the school's code of conduct, repercussions of infractions of the code of conduct, the trip cancellation policy and the process of trip payments & fundraisers.

Parent/Guardian Signature: _____

Print Parent Name: _____

Child Signature: _____

Child Name: _____

Date: _____

_____ Please check here if you are currently **NOT** receiving emails on Friday's from Ms. Meese

Please list any emails that you would like to be added to the Orlando Trip Email List below.

Trip Payment Installment #1

10/3/19

Student's Name _____ (print first & last)

Parent Name _____ (print first & last)

Parent's Phone (____) _____ - _____

Payment #1/Down Payment \$100 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #2

10/18/19

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #2 \$170 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #3

11/8/19

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #3 \$170 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #4

11/22/19

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #4 \$170 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #5

12/6/19

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #5 \$170 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #6

1/10/20

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #6 \$170 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #7

1/24/20

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #7 \$170 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #8

2/7/20

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #8 \$170 or \$_____ other amount (specify)

_____ Check Number

Trip Payment Installment #9 (FINAL)

2/26/20

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Payment #9/Final Payment \$170 or \$_____ other amount (specify)

_____ Check Number

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Fundraiser Payment Slip

Student's Name _____ (print first & last)

Parent's Name _____ (print first & last)

Parent Phone (____) _____ - _____

Fundraiser Name _____

Amount Enclosed \$ _____

_____ Check #

Parent Email...

Parents...

I wanted to remind you about the Orlando Parent Meeting this evening in the GOHS Band Room at 6:00 PM. Please enter Door #17 and come down the stairs to the Arts Wing. There will be a sign in for both parents and students. Please come prepared with your down payment of \$100.00 payable to GlenOak VPA. Place "Orlando Down Payment" in the Memo area of the check. Check or money orders ONLY. NO CASH PLEASE! You may pay more than this amount as well. Please have your check in an UNSEALED ENVELOPE. You will receive a Down Payment Installment Slip at the meeting that I would like to be in the envelope with the check or money order. You will have time to complete it this evening. Print your child's full name on the outside of the envelope. At the conclusion of the meeting, you will turn your envelope in to Mrs. Clark. She will process receipts in the next few days and send receipts home with students next week in class.

If your child will not be attending the trip or if there is a chance that they cannot attend, please send an email to Ms. Meese (meesem@plainlocal.org) and Mr. Kieffer (kiefferb@plainlocal.org) ASAP...this evening! We must know this in order to secure the exact amount of air seats tomorrow!

Thank you!