

August 31, 2011

To: Choir Students and Parents
From: Travis Rogers and Jamie Butler, Directors
Re: Napa High School Choir Tour to Spain, March 25-April 2, 2012

This letter and accompanying tour application form is for a proposed tour to Spain that would take place over Spring Break from Sunday, March 25-Tuesday, April 2, 2012.

The proposed **tour itinerary** from **WORLD PROJECTS CORPORATION** is attached. In addition, a mandatory tour meeting for all participants and at least one parent/guardian of each student participating will be scheduled for Thursday, March 15.

We expect to leave from Napa High on school buses on Sunday morning, March 25 and return to Napa High on Monday afternoon/early evening on April 2. The tour takes place over spring break plus one day of school that will be pre-excused for school business by our principal. Students are expected to return to classes on Tuesday, April 3.

Cost and Payment Details:

The tour is being arranged through **World Projects Corporation**, a highly respected international music tour organization that we have used for many successful major choir tours since 1994. The tour will cost approximately **\$3,395.00** per participant. This includes nearly all costs (air and ground transportation in California and Spain, hotels, meals, sightseeing, etc.)

The only item that the tour cost does **NOT** include is a passport needed by every participant. If you don't have a passport, we can't get it for you, you have to apply and pay for it yourself. Be prepared to spend anywhere from \$105.00 to \$135.00 to get your passport. You can apply for your own passport at the Trancas Street Post Office, phone (707)255-0190 for an appointment. More detailed information is available online at www.travel.state.gov/passport. If you are getting a passport for the first time, you must appear in person to apply and if you are under the age of 16 years, you must have both parents with you or a signed, notarized document from the parent(s). **If you are planning to go on this trip, please apply for your PASSPORT NOW!** It takes a minimum of six weeks to get your passport after applying.

A small portion of the tour may be subsidized out of the Choral Boosters tour Budget and the Napa High School Choir Activity account if necessary to maintain costs at no more than **\$3,395.00** per participant.

Student/parents may wish to pay for the tour entirely "out-of-pocket" by writing a check (or checks) for the entire amount(s) to the **NAPA HIGH CHORAL BOOSTER CLUB** or students/parents may wish to work/sell tickets for the ongoing fundraisers (see sheet attached to this packet) to earn part or all of the tour payments. In either case a **NON-REFUNDABLE** deposit of \$300.00 must accompany the attached application or be earned in the student's account (AFTER outfit costs and "lost music" costs, in any, are taken out), by the **deposit deadline date of Wednesday, September 14.**

A SECOND PAYMENT of **\$1,500.00** more for the tour must be paid for and/or earned in the student's account by **Monday, November 28** (the day we return from Thanksgiving vacation).

A THIRD and FINAL PAYMENT of **\$1,595** must be paid and/or earned in the student's account by **Wednesday, January 11.**

Please turn this page over for more information!

PAGE TWO – SPAIN TOUR LETTER, AUGUST 31, 2011

Please note the following cancellation policies/charges below:

Should the trip be canceled by the Tour Director (Mr. Rogers) due to a lack of commitments **or** an “unbalanced” response (not enough singers from a specific section are committing to attend resulting in a cancellation), **or** a lack of sufficient number of chaperon commitments for supervision purposes **or** individual students are dropped due to not enough students/chaperons to reasonably fill a final bus, the deposit(s) will be returned to the affected participants. (NOTE: determination, if needed, of the dropped students would be made by Mr. Rogers)

Should an individual participant cancel after committing to the trip:

- The second payment is 50% refundable until January 15, 2012;
- The final payment is 50% refundable until February 1;

After February 1, none of the money is refundable.

Should a participant have to cancel, he/she may try to get a substitute, approved by Mr. Rogers to take their place. We can do name changes until 15 days before we leave, the person canceling would be expected to pay for the name change (expected to be \$100.00). Any financial arrangements between the person canceling and the person taking their place are NOT subject to enforcement by the Napa High Music Office staff, World Projects Corporation or the Napa High School Choral Booster Club.

Other Items:

Students on academic or attendance probation at the end of the first semester marking period (a grade point average below 2.0 **or** a failing grade in ANY class, **or** excessive unexcused absences and/or trancies to any school class, etc.) **will NOT be allowed to go on the tour** – our school administration also reserves the right to pull a student from the trip for disciplinary reasons at their discretion. If a student is taken off the trip for ANY of the reasons listed above, such action will result in the possible loss of money. Students with an “F” grade in any class will need to initiate an appeal with Mr. Rogers to keep alive the possibility of going on tour. It is IMPERATIVE that students be maintaining positive academic and attendance records in ALL CLASSES to keep the privilege of going on tour. Please be aware that the choir tour is a privilege, NOT a right!

Students, staff, and chaperons will be held responsible to demonstrate mature behavior in representing Napa High School at the locations that we will be visiting. As guests, we are expected to show Napa High’s poise and class at all times. Failure to adhere to school policies or director’s instructions, in any area of conduct, will result in appropriate disciplinary action. Students are held to the same Code of Conduct at all times on the tour as if this activity was taking place on the Napa High campus.

A detailed itinerary for the tour with emergency contact phone numbers and a detailed packing list will be given out at the mandatory tour meeting on Thursday, March 15.

The tour will be chaperoned by choral staff and choir parents. If you, as a parent/guardian, are interested in being considered as a chaperon for this tour, please mark YES in the appropriate space on the attached commitment form. You will be contacted by Gina DeLuca, the music office manager, should you be selected to go on this trip. Chaperons pay the same cost as students and are required by the school district to go through the Live Scan fingerprinting process. Forms are in the music office.

Please go on to the next page for more information!

PAGE THREE – SPAIN TOUR LETTER, AUGUST 31, 2011

We have **160 total spaces on hold for the Spain Choir tour** (this includes the Directors, staff, chaperons and students). Up to **30 adults** may be selected to go on the tour. Up to **130 students** maximum may be accepted for the tour for a representative, balanced (approximately even numbers of singers in each section) choir.

Assuming reasonably balanced sections, the trip will be filled in the following priority order:

1. **5th Period Chamber Choir students**
2. **3rd Period Concert Choir students**
3. **4th Period Concert Choir students**

Please note that singers in a specific section may be taken/accepted over singers in other sections to have a representative Soprano, Alto, Tenor, Bass balance in the Spain tour choir.

STUDENTS WILL BE NOTIFIED OF THEIR ACCEPTANCE/REJECTION FOR THE TRIP BY NO LATER THAN MONDAY, SEPTEMBER 19.

We also have to reasonably fill each bus for the tour cost to stay at \$3,395 per person. (We expect this to be either a two-bus or three-bus trip)

Students and/or parents who anticipate financial difficulties in meeting the cost of the tour are strongly encouraged to participate in the fundraisers listed on a sheet in this packet. Students/Chaperons who do NOT make scheduled payments **on time** are in **GREAT DANGER** of being dropped from the tour. It is possible for the tour payments to be made by credit card for a small extra fee. More information is detailed on the credit card authorization form attached to this packet.

Please be aware that:

- Students' grades are **not** raised **or** lowered according to whether or not they go on a choir tour;
- A performance tour in May, 2012 over the Memorial Day weekend to southern California will be offered to ALL choir students on "first come, first served" basis. The cost of southern California trip is expected to be approximately \$525 per participant;
- A major "out-of-state" is offered each school year to students in both Concert Choirs, but an international trip (like this opportunity to go sing in Spain) is usually only offered once every two to five years (1985, 1990, 1994, 1998, 2002, 2005, 2007, 2010) – there is a **strong probability** that this will be the **only international trip offered to the students** currently enrolled in the two Concert Choirs this year;
- Performance tours are extra-curricular activities, but we strongly encourage and try to help as many students attend as possible as the choir performance tours are usually the highlight of the school year for our singers – on this trip, students will have the opportunity to visit one of the world's most famous countries, sing at fabulous sites (including performances in Valencia, the Barcelona Cathedral and the Montserrat Monastery), and do this all with friends and fellow singers. This is truly a "once-in-a-lifetime" opportunity that we hope you will consider seriously!

Any questions concerning the tour may be directed to Mr. Rogers, Mr. Butler or Ms. De Luca at school or by phoning the NHS music office at 253-3705. You can also contact Mr. Rogers at trogers@nvusd.k12.ca.us. Students/parents can find out their current choir account balance by contacting Ms. De Luca.

To complete the tour application, please fill out the attached tour commitment form (the BRIGHT PINK SHEET that is the last page of this packet) and return ASAP, but in any case **no later than Wednesday, September 14** with either a \$300.00 check made payable to **Napa High Choral Boosters** or with \$300.00 already in your student tour account.

**SPAIN CHOIR TOUR APPLICATION/COMMITMENT FORM
MARCH 25-APRIL 2, 2012**

(Entire sheet must be filled out, signed by both student and parent/guardian with \$300.00 deposit paid and/or in the student's choir account for this application to be considered for a position in the Spain Choir Tour)

APPLICATION DEADLINE: WEDNESDAY, SEPTEMBER 14, 2011

STUDENTS FILL OUT THIS PART!

Name _____ Class Period _____

Part you sing _____ (1st soprano, 2nd tenor, etc.)

If this application is accepted, I commit to attending the SPAIN Choir Tour March 25-April 2, 2012 according to the conditions listed in the tour letter from Mr. Rogers.

Student signature

PARENT/GUARDIAN FILLS OUT THIS PART!

I have read the tour letter and verify that the information my child has written above is correct. I give permission for my child to attend the Spain Choir Tour on March 25-April 2, 2012 and will assist him/her in keeping this commitment.

Parent/guardian signature

PARENTS: If you are interested in chaperoning this choir tour, please circle YES and print your name and a daytime phone number below and we contact you with further details concerning the trip:

I am interested in chaperoning the Spain Tour (circle one) YES NO

NAME (please print clearly)

daytime phone number

Email address (please print clearly!)

