

June 6, 2016

Dear 8th Graders, Parents, and Guardians,

This notice summarizes information about Lincoln Middle School's annual 8th grade trip to Washington DC

DC ***Tentative****** Trip Dates: 12:30 PM Tuesday, May 30 – Sunday, June 4, 2017 11:30 AM

******The exact student cost will be finalized once we get hotel /bus confirmations. Costs listed below are based on the 2016 expenses***

Rationale: Social Studies Standards and Benchmarks – US History
Science – Smithsonian
English – Information Gathering, Projects, Journaling
Math – Scheduling, Budgeting, Timetables
Social – Team Building

Item	Per Individual Student
Lamer's Coach Bus	\$300
Hotel – Doubletree Crystal City (4 to a room, 3 nights)	\$230
Food Allowance	\$ 110
Misc. Expenses (Metro, Gettysburg, Mt. Vernon, 3 T-Shirts)	\$ 60
Spending Money (this money will be returned to students for spending money on the trip, this money can be fundraised)	\$30
Total	\$730

Student Trip Participation Requirements:

Our goal is that all interested 8th grade students participate in this trip (as space allows). However, students who do not follow Lincoln Middle School Expectations as posted or have excessive referrals may not be allowed to go on this trip. Students with excessive referrals (5 or more) will be removed from the trip (count starts the 1st day of school); Students receiving ANY referrals that result in a suspension will be taken off the trip; Students with 5 or more truanancies per semester will be removed from the trip. NO REFUND will be issued if a student is removed from the trip for one of the issues listed above if it is past the refund deadline (Feb. 15, 2017)! **This trip is a privilege for those students who meet the Knight's Way Expectations!**

Payment Plan:

October 14, 2016– Interest sheet & \$25 deposit due
November 16, 2016 - \$200 due
January 16, 2017 - \$200 due
February 15, 2017 - \$200 due (**Last day to withdraw with a refund**)
April 14, 2017 - Balance Due

Students must have their account current by Feb. 15 (*Current=having at least \$475 paid including incentive and fundraising payments / OR have made payment arrangements directly with Mrs. Cosenza*) **to be included on the final roster for students going to DC.** Students whose accounts are not current or have not made payment arrangements with the main office will be removed from the list and a student from the waiting list will be added in their place. Payment questions can be directed to our head secretary, Sue Cosenza, 359-6257 or scosenza@kUSD.edu)

Cancellation Policy

Students/Parents may cancel at anytime, but we are only able to allow refunds for students withdrawing from the trip before **February 15**. After that date we are locked into hotel rooms, event & food vouchers, etc and have to pay whether the students attend or not. **NO REFUNDS AFTER FEBRUARY 15, 2016. ALL FUNDRAISING MONEY IS NON-REFUNDABLE.**

Chaperones

*Chaperone spots will be filled on a lottery basis. All parents who have signed up to chaperone whose student account is current on **February 15** (Current=having at least \$625 paid), will have their names entered into a lottery and will be chosen on that day. We will select as many chaperones as space allows. Unfortunately, due to space limitations on the bus, we are not able to bring every chaperone who wants to attend. The lottery method is the only fair way to fill the openings.*

\$400 fee; Background check required

Attendance at 2 1 ½ -hour Training Sessions Required : dates TBA in May from 6:30-8:00 in the LMS Library.

Itinerary

A copy of the 2016 TENTATIVE trip itinerary is attached. It will be subject to change for this year (It is last year's itinerary.)

Fundraising

Candy fundraising is run thru the main office, please contact Ms. Sue Cosenza directly (scosenza@kUSD.edu OR 359-6257)

Preparing Students for Trip

Students will meet with staff on Mondays during advisory beginning at the start of 2nd semester to prepare for the trip. They will participate in lessons designed specifically for the places that we will visit.

Permission Slips & Medical Information

Students will receive a packet of information at their first advisory meeting. This packet will contain a permission slip, responsibility contract and medical information. All medications are dispensed by staff members on the trip. Students MUST have a medical form signed by their doctor for any prescription medication, and a form completed by the parent/guardian for any over the counter medications. Please don't leave this important task to the last minute! Also, prior to the trip medication must be turned into the main office in its original container, in a Ziploc bag with the child's name on it.

*****If your child has an IEP or a 504 plan, please plan to contact your child's case manager in the fall**

If you have questions you may contact Miss Jennifer Marvin, our trip organizer, at jmarvin@kUSD.edu or 359-2745.

Washington DC Student Sign-up

I am interested in attending the Washington DC trip being sponsored by Lincoln Middle School May 30-June 4, 2017 (tentative dates, subject to change).

I understand the following:

- I must follow Lincoln Middle School rules and the KUSD School Board policies. I understand the principal will have the final say about my attendance on this trip. Students with excessive referrals/discipline problems/attendance issues may be removed from the trip at any time with NO REFUND!
- The cost of the trip is \$730 to be paid in installments (10/15/16 - \$25 deposit due, 11/16/16, 1/16/17, 2/15/17, 4/14/17)
- I understand that ALL fundraising money is NON-REFUNDABLE!

Student Name (print clearly)

Date

Parent Name (print clearly)

Date

Parent e-mail address
(print clearly we will use this for
communicating about the trip)

____ *yes- I want my name
included in the Parent
Chaperone lottery*

***Space is limited, spots for the trip will be filled on a first, come basis, a waiting list will be started for students after the initial 100 seats are filled.

Return this form and your \$25 deposit ASAP