



ROCHAMBEAU MIDDLE SCHOOL

100 Peter Road
Southbury, CT 06488
Phone: (203) 264-2711
Fax: (203) 264-6638

U.S. Department of Education
A Recognized School of Excellence



Anthony R. Salutari Jr.
Principal

Deborah B. Schultz
Assistant Principal

January 11, 2010

Dear Eighth Grade Parents/Guardians:

We have been working closely with Global Endeavors of Orlando, Florida to finalize the itinerary for the Washington, D.C. field trip. The three-day, two-night trip will take place on May 3rd, 4th, and 5th. I encourage all parents/guardians to attend the informational meeting on March 16th beginning at 7:00 p.m. in the All Purpose Room. During this time we will share the itinerary as well as review other pertinent details of the trip. We will also answer any questions you may have. For your information, this meeting is for parents/guardians only as we will have a separate meeting during the school day on April 26th with all the eighth grade students attending this trip.

As mentioned in the previous letter, this school-sponsored trip will be chaperoned by R.M.S. staff with a ratio of one adult to ten students. A full-time nurse will be present for the entire trip, as well as two private security guards to monitor student hallways each evening in the hotel between approximately 10:30 p.m. and 7:00 a.m.

The cost of the trip is \$492 per student. The trip alone costs \$435 per student and includes round-trip transportation, lodging at a quality hotel with four students to a room, complete sightseeing each day, a majority of the daily meals, privately contracted nighttime hotel security, accident insurance, a group photograph in front of the Capitol, evening activities including a live-theater experience, and one professional tour guide scheduled on each bus. The additional \$57 per student covers items in the past covered by the Region's operating budget as well as the financial needs of several of our students. As you may or may not be aware, this trip was not planned in the 2008-2009 budget and beyond. This resulted in all costs being covered by the per student fee.

Trip Eligibility: Participating in the three-day trip to Washington is a unique privilege for our students as well as a serious undertaking for the R.M.S. chaperones. Therefore, we have strict academic and behavioral expectations for maintaining eligibility for the trip as well as other end-of-the-year activities. The guidelines for eligibility are as follows and are also clearly defined on pages 6 and 7 in the Rochambeau Student and Family Handbook:

Continued on page 2

Academic Expectations: In order to attend the Washington trip, a student must maintain passing grades in his/her academic classes. If students are not maintaining cumulative passing grades in at least four of the five academic subjects at the end of the third marking term, they are not eligible to take part in this field trip and other end-of-the-year activities including the day trip to Lake Compounce and commencement activities.

Behavioral Expectations: Taking 150 - 185 eighth grade students out-of-state for multiple days is a responsibility that we take very seriously. We ask that parents/guardians respect our need to reserve the right not to accept responsibility for students who have been involved in consistent or serious behavioral difficulties during the year. Therefore, in order to be eligible to participate in the field trip, students must consistently demonstrate in school that they are able to:

- Follow directions given by adults at all times
- Cooperate with the entire eighth grade student group
- Use appropriate manners and have appropriate social interactions in all settings
- Show respect for all people, places, and property

The administration and the eighth grade teaching teams will make the final determination of a student's eligibility, and concerns will be communicated to parents on an individual basis.

Registration and payment: Please complete the attached "Final Payment Form" and have your child return it with your final payment of \$342. Only checks or money orders will be accepted. Checks should be made out to R.M.S. and will be turned in to Mr. Salutari and Mrs. Schultz during Period One on Thursday, January 28, 2010 in the All Purpose Room.

If for some reason there is an overage of monies collected after all payments are made, the additional monies will be used to reduce the cost of the one-day trip to Lake Compounce.

The R.M.S. P.T.O. has put forth significant efforts to offer all students the opportunity to participate in fundraisers that directly impact an individual student's total cost for this trip. If your child participated in any of these opportunities, he/she should check with their history teacher to determine the cost of their final payment.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Anthony R. Salutari Jr.
Principal, Rochambeau Middle School

R.M.S. Eighth Grade Trip to Washington, D.C.-Final Payment Form

Name of Student: _____ Homeroom Teacher: _____

- This is my final payment. I turned in the first payment of 150.00 on December 22, 2009.
- My child participated in the P.T.O. Fundraisers and earned \$ _____ toward the D.C. trip. History teacher signature for confirmation: _____
- My final payment totals \$ _____

Complete the following to register your child:

Parents or Guardian's Name(s) _____

- My final payment* of **\$342** (or other amount dependent on participation in fundraising) is enclosed. Please note that checks should be made **payable to RMS** and please write your child's name on the memo line. Please record the # of your check here: _____.
- Based on the terms of our contract, if our group cancels due to a serious act of terrorism and/or act of war, any payments minus non-refundable deposits will be returned to us.

CANCELLATION/REFUND POLICY

GE makes substantial advance deposits to airlines, hotels, and bus companies. Because these deposits are non-refundable to ENDEAVORS program participants canceling their trips are subject to the following terms and conditions:

- (1.) IF APPLICANT CANCELS 180 DAYS OR MORE BEFORE DEPARTURE GLOBAL ENDEAVORS REFUNDS ALL PAYMENTS LESS THE \$ 150 NON-REFUNDABLE DEPOSIT.
- (2.) IF APPLICANT CANCELS 60-179 DAYS BEFORE DEPARTURE GLOBAL ENDEAVORS REFUNDS ALL PAYMENTS LESS \$200.
- (3.) IF APPLICANT CANCELS 30-59 DAYS BEFORE DEPARTURE GLOBAL ENDEAVORS REFUNDS ALL PAYMENTS LESS \$300.
- (4.) IF APPLICANT CANCELS 10-29 DAYS BEFORE DEPARTURE GLOBAL ENDEAVORS REFUNDS ALL PAYMENTS LESS \$375.
- (5.) IF APPLICANT CANCELS 0-9 DAYS BEFORE DEPARTURE. NO REFUND IS GIVEN.

The undersigned also understands that HEALTH/ACCIDENT/TRIP-CANCELLATION insurance is available and may be purchased at the sole expense of the applicant (or their parents).

I have read the attached letter and understand the scope of the trip and the expectations for behavioral and academic performance.

Parent/Guardian Signature: _____ Date: _____

***Please note that the final payment of \$342 will only be accepted during first period on Thursday, January 28, 2010. If any unforeseen circumstances occur between now and the trip that results in an increase in the per student cost, a third collection of money will be scheduled.**