

**LA CAÑADA UNIFIED SCHOOL DISTRICT  
REQUEST FOR APPROVAL OF SCHOOL SPONSORED ACTIVITY**

TO: Superintendent  
FROM: Jeff Brookey  
DATE: August 24, 2017

Activity Name and Destination: Concert Choir Performance Tour to Washington

Address: Hotel: Crowne Plaza Seattle, 1113 6th Ave., Seattle, WA

Date(s) of Activity: April 4-8, 2018

School(s): LCHS

Number of Students Attending and Grade Level or Group: Estimated- 9th: 12, 10th: 22, 11th: 28, 12th: 26; 88 total

Supervising Certificated Employee(s): Jeff Brookey

How many administrators attending? 1 How many teachers attending? 1

Adult to Student Ratio: 1:8 Employee to Student Ratio: 2:44

How many substitutes? 1 How many days? 2 Charge Substitute to: DO

**Rationale for activity:**

- A) **Explain the educational value and relate to the instructional program or sponsoring organization and Policy 1100.**

The opportunity for students to sing and tour in a different region of the United States will provide musical memories that will last a lifetime. The educational value of this trip is enormous. The students will be exposed to local culture, visit some of Washington's historical landmarks, compete in a choral music competition, and have music clinics at two universities.

- B) **Explain impact on instructional time and justification for any time lost.**

The students will be missing two school days. Teachers will be given advanced notice of this absence and students will be responsible in making up any missed work.

- C) **Complete Itinerary: Please be specific and include detailed activity time periods for each day. (Attach additional page(s) if necessary.)**

Please see attached proposed itinerary for specific daily schedule.

## REQUEST FOR APPROVAL OF SCHOOL SPONSORED ACTIVITY

**Destination/Date(s):** Concert Choir Performance Tour to Washington: April 4-8, 2018

### COMPLETE COST BREAKDOWN

<u>Complete Cost Breakdown Per Student</u>	<u>Amount</u>	<u>Group Cost</u>	<u>Amount</u>
Registration:	\$ 150	Registration	\$ 13200.00
Housing:	\$ 300	Housing	\$ 26400.00
Transportation Method: Plane/Bus	\$ 450	Transportation	\$ 39600.00
Miscellaneous Expenses:	\$ 250	Miscellaneous Expenses	\$ 22000.00
Meals:	\$ 100	Meals	\$ 8800.00
<b>Total Student Cost</b>	<b>\$ 1,250.00</b>	<b>Total Group Cost</b>	<b>\$ 110,000.00</b>

**Source of Funds:**

Self-funded, fund raising activities, and scholarships provided to those in need.

**How is financial assistance provided to students in need:**

CPA (Choral Parents Association) scholarship funds available upon request. No student will be left behind due to financial reasons.

**If this activity is not planned for all your students, what learning activities will be planned for the students or classes that remain in session? Please attach lesson plans.**

A substitute teacher will be provided an appropriate lesson plan. Please see attached.

Approved: Principal

Date

Approved: Superintendent or Designee

Date

**To:** Parents/Students of the La Canada High School Concert Choir  
**From:** Dr. Jeff Brookey  
Cell phone: (559) 361-0845 (in case of an emergency)  
**Re:** Washington Tour  
**Date:** April 04-8, 2018

**WEDNESDAY, APRIL 04**

TBD Load buses at LCHS and depart for LAX  
TBD Arrive at LAX and check-in  
TBD Flight: TBD  
LATE Arrive in Seattle (SEA) and transfer to hotel; quick dinner stop *en route*  
**Crowne Plaza Seattle, 1113 6th Ave., Seattle, WA**  
11:00pm Hotel check-in  
12:00am Room check and Lights out.

**THURSDAY, APRIL 5**

7:00am-8:30am Breakfast at Hotel  
8:45am Load bus and depart for the **Pacific Lutheran University**  
10:00am Choral workshop with Dr. Richard Nance  
11:00am Rehearsal observation  
11:30am Lunch at Student Center on own  
12:15pm Campus tour  
12:45pm Depart back to hotel  
1:30pm Guided free time to explore downtown Seattle  
3:45pm Seattle sight-seeing activity: TBD  
5:30pm Group dinner  
7:00pm Depart for Space Needle visit  
7:30pm Space Needle  
8:45pm Depart back to hotel  
10:00pm Room check and Lights out.

**FRIDAY, APRIL 6**

7:00am-8:00am Breakfast at hotel  
8:30am Walk to **Pioneer Square, 608 First Ave.**  
8:45am Underground Tour and some guided free time  
10:40am Depart for **University of Washington, 1320 NE Campus Parkway**  
11:30am Choral workshop with Dr. Geoffrey Boers, Room 35, Music Building  
12:30pm Lunch on campus on own  
1:30pm Depart back to hotel/free time and get ready for cruise  
5:30pm Walk to Pier 55  
6:00pm Argosy Dinner Cruise and Dance  
9:00pm Walk back to hotel  
10:00pm Room check and Lights out

**SATURDAY, APRIL 7**

7:30am-8:30am Breakfast at hotel  
9:00am Depart for **Auburn Mountain View High School, 28900 124<sup>th</sup> Ave SE, Auburn**  
9:45am Heritage Choral Festival  
Concert Choir: Warm-up- 11:45am/Performance- 12:15pm  
1:00pm Lunch TBD in area on own  
1:45pm Depart to **Experience Music Project Museum, 325 5<sup>th</sup> Ave.**  
2:30pm Visit museum  
4:00pm Depart back to hotel and get ready for evening festivities  
5:30pm Walk to Pier 55  
6:00pm Harbor cruise/Dinner/Awards Ceremony at Tillicum Village on Blake Island

**SATURDAY, APRIL 7 continued**

10:00pm Walk back to hotel  
11:00pm Room check and lights out

**SUNDAY, APRIL 13**

6:30am-7:30am Breakfast at hotel  
TBD Load depart for airport (SEA)  
TBD Airport check-in  
TBD Flight to Los Angeles- TBD  
Afternoon Arrive at LAX

**SUBSTITUTE PLANS FOR APRIL 5-6, 2018**

**DR. JEFF BROOKEY, LCHS INSTRUCTOR OF CHORAL MUSIC**

Dear instructor, thank you for watching my classes today. Following is the schedule:

**FOR ALL CLASSES:**

Students may work independently, or in a group, in preparation for

- (1) the Pop concert solo auditions which will be held the week of April 9, or
- (2) the sight-singing evaluations which will be held the week of April 16.

Thank you. Dr. Brookey

A handwritten signature in black ink, appearing to read "Dr. Brookey", with a long horizontal flourish extending to the right.