

**GLENBROOK  
SOUTH  
HIGH SCHOOL**

*Northfield Township High School District 225*

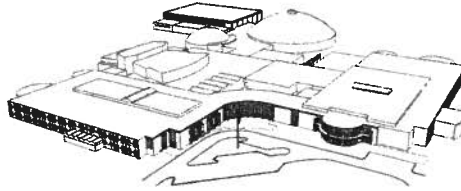
*Office of the Principal*

**To:** Dr. Mike Riggle

**From:** Brian K. Wegley *BKW*

**Re:** Master Singer Tour

**Date:** September 14, 2009



4000 WEST LAKE AVENUE  
GLENVIEW, IL 60026  
Web: [gbs.glenbrook.k12.il.us](http://gbs.glenbrook.k12.il.us)  
Telephone: 847.729.2000  
Fax: 847.486.4462

Attached is a travel request for the Glenbrook South Master Choir students who have been invited to perform at Disney World on the Waterside Stage in Downtown Disney. They will also participate in a clinic as noted in their memo. The tentative itinerary is attached.

This student travel is defined as an Educational Tour by Board Policy 7230, which I have included for the Board's information. It involves student travel that is conducted by District but not financed by the District. Therefore, this tour will be paid for by individual students. Mr. Sirvatka has shared that they are employing Bob Roger's Travel as they have been very reliable and that their costs are in line with other travel agencies with whom they have checked.

Students will leave on Saturday, February 27, 2010, will return on Tuesday, March 2, 2010. Students will miss one day of school on Tuesday, March 2, 2010.

I support this tour and, as has been the case with similar band tours in the past, I believe this student travel will be a great experience.

Please let me know if you need anything further.

**GLENBROOK SOUTH HIGH SCHOOL • 847-729-2000**

**DEPARTMENT OF MUSIC EDUCATION • 4000 WEST LAKE AVENUE • GLENVIEW, IL 60026**

September 4, 2009

fax 847-486-4673

Faculty and staff

Mr. Martin Sirvatka  
Instructional Supervisor  
847-486-4436  
msirvatka@glenbrook.k12.il.us

Mr. Carl Meyer  
Orchestra/General Music  
847-486-4434  
cmeyer@glenbrook.k12.il.us

Mr. Greg Wojcik  
Band/Jazz Band  
847-486-4435  
gwojcik@glenbrook.k12.il.us

Mrs. Stevi Marks  
Choral /General Music  
847-486-4433  
smarks@glenbrook.k12.il.us

Mrs. Kristin Wagner  
Assistant Orchestra  
847-486-4438  
kwagner@glenbrook.k12.il.us

Mr. Mark Toluisis  
Assistant Band  
847-486-4437  
mtoluisis@glenbrook.k12.il.us

Cynthia R. Franz  
Administrative Assistant  
847-486-4432  
cfranz@glenbrook.k12.il.us

Dear Dr. Riggle,

Glenbrook South High School Master Singers has the opportunity to perform at Disney World in Orlando, Florida, February 27 through March 2, 2010. Master Singers has not traveled since their trip to St. Louis in 2003.

In addition to representing Glenbrook South High School as the National GRAMMY Signature School with a performance at the prestigious Waterside Stage in Downtown Disney, Master Singers will participate in a clinic with conductor and composer David Brunner at University of Florida, Orlando.

To enhance the educational experiences of their own performances and clinics, Master Singers will enjoy performances of the renowned *Disney Liberty Singers*, *Cirque de Soleil*, and *Finding Nemo*, with time to enjoy the parks.

**The attached itinerary is prepared by Bob Rogers Travel. Educational Tours has been contacted and is preparing an itinerary for our consideration. We have reviewed Educational Tours itinerary and costs from Glenbrook North's 2008 trip to Orlando. We have also investigated Four Seasons' Discover Orlando.**

Thank you,

Steyi Marks



Choral Director  
Glenbrook South High School

Martin Sirvatka



Instructional Supervisor  
Music and Art  
Glenbrook South High School



**The National GRAMMY  
Signature School 2008**

## Glenbrook High School District #225

### BOARD POLICY: STUDENT TRIPS

7230

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#### Section A - Introduction

The Board of Education believes that structured learning should not be limited to the classroom. Valuable experiences for Glenbrook students exist within and outside the boundaries of District #225. The Board also realizes that additional responsibilities arise whenever students are taken from the school premises. Staff, parents, and students should be aware of these responsibilities and the necessity for reasonable administrative procedures. The physical welfare of our students and staff must always be paramount in our considerations. It shall be the policy of this Board of Education to maintain insurance for the liability of the district, its board members, its employees, and authorized volunteers as a result of student injury, property loss and general liability coverage on student trips. It shall also be the Board's policy to encourage the maintenance of adequate personal automobile liability and medical insurance by our staff members.

#### Section B - Definition of Student Trips

A student trip shall be considered to be a school-sponsored activity away from the school premises usually falling within two major areas.

1. **Instructional Field Trips and Extended Classroom:**

Instructional field trips provide experiences out of the classroom that are normally carried on during regular class hours and are related to the planned curriculum. In some instances pre- and post-school hours may be utilized.

- a. A field trip implements and/or augments group classroom instruction. Transportation for field trips is restricted by The School Code to Illinois or adjacent states.
- b. An "extended classroom" allows individual students to pursue their studies in various work-related, volunteer, or observation activities outside the classroom.

## **BOARD POLICY: STUDENT TRIPS**

7230

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### 2. Student Activity Trips:

Student activity trips are connected with regularly sponsored in school or post-school programs and may include but not be limited to the following:

- a. An activity trip as part of an extracurricular activity
- b. A contest (or practice for a contest) between students representing Glenbrook and another secondary school, or between participants in intramural sports (contestants, cheerleaders, marching band, etc.)
- c. A performance or exhibition displaying special talent by an individual or group of students (e.g., band, chorus, etc.)
- d. A convention or workshop in which an individual or group of students representing Glenbrook participate (e.g., student council convention or workshop)

### Section C – General Parameters

1. All student trips must be approved by and will be subject to the procedures set forth by the school principal or the designated representative.
2. Recommendation of the principal and approval of the superintendent shall be required for all overnight student trips. Recommendation of the principal and the superintendent and approval of the Board shall be required for all student trips conducted outside the State of Illinois or adjacent states.
3. Funding for student trips shall be in accordance with the guidelines adopted by the Board.
4. No student shall be penalized for non-participation in a class field trip. No student shall be penalized for participation in a class field trip or student activity trip.
5. Reasonable administrative care should be taken to ensure safety and orderly behavior on all student trips. Staff members shall accompany all field trips except “extended classroom” trips.
6. All Board and school policies, procedures and regulations regarding student conduct apply for students on student trips.

**BOARD POLICY: STUDENT TRIPS**

7230

Page 3 of 3 pages

7. Transportation on all student trips should be by district-owned vehicles or by commercial vehicles, whenever practical. Occasionally, because of a limited number of participating students, private transportation is permissible when approved by the principal or the designated representative. In these instances, travel may be by private automobile, if the driver is a Glenbrook staff member, parent, or student.
8. Students participating in student trips must travel to and from the trip's destination in the school-sponsored mode of transportation unless an exception for good cause is made by the trip's sponsor for the student to be transported by the student, his/her parent or guardian.
9. The Parental Permission Slip and Field Trip Request Application, as specified in the procedures to this policy, shall be used in complying with this policy.

Source: School Code; Section 10-20.19  
10-22.22,  
10-22.29b  
29-3.1

Revised: February 6, 1978  
Revised: September 10, 1984  
Revised: October 28, 1996  
Revised: May 29, 2001  
Revised: July 10, 2006

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September 4, 2009

Faculty and staff

Dear Dr. Riggle,

Mr. Martin Sirvatka  
Instructional Supervisor  
847-486-4436  
msirvatka@glenbrook.k12.il.us

Glenbrook South High School Master Singers has the opportunity to perform at Disney World in Orlando, Florida, February 27 through March 2, 2010. In addition to representing Glenbrook South High School as the National GRAMMY Signature School with a performance at the prestigious Waterside Stage in Downtown Disney, Master Singers will participate in a clinic with conductor and composer David Brunner at University of Florida, Orlando.

Mr. Carl Meyer  
Orchestra/General Music  
847-486-4434  
cmeyer@glenbrook.k12.il.us

To enhance the educational experiences of their own performances and clinics, Master Singers will enjoy performances of the renowned *Disney Liberty Singers*, *Cirque de Soliel*, and *Finding Nemo*, with time to enjoy the parks.

Mr. Greg Wojcik  
Band/Jazz Band  
847-486-4435  
gwojcik@glenbrook.k12.il.us

After comparing costs and opportunities, the chosen itinerary is prepared by Bob Rogers Travel. Bob Rogers Travel has successfully planned and 'orchestrated' the GBS Band and Orchestra trips to Disney World and around the world. The itinerary and cost breakdown are attached.

Mrs. Stevi Marks  
Choral /General Music  
847-486-4433  
smarks@glenbrook.k12.il.us

Thank you for your consideration.

Mrs. Kristin Wagner  
Assistant Orchestra  
847-486-4438  
kwagner@glenbrook.k12.il.us

Stevi Marks



Choral Director  
Glenbrook South High School

Martin Sirvatka



Instructional Supervisor  
Music and Art  
Glenbrook South High School



**The National GRAMMY  
Signature School 2008**

# GLENBROOK HIGH SCHOOLS

## Travel Requests Requiring Board of Education Approval

I. School      GBN \_\_\_\_\_ GBS       GBE \_\_\_\_\_      GBOC \_\_\_\_\_      District \_\_\_\_\_

II. Initiator    Stevi Marks      Phone    4433

Position      Choral Director      Date of Submission    9/4/09

III. Dates and Times of Leave/Return

Total Number of School Days Missed per Person    1

Departure Date/Time    Sat. 2/27/2010, 6:00am    Return Date/Time    Tues 3/2/2010, 9:30pm

IV. Name of Individuals Participating in Tour: (Attach list if necessary.)

Teachers and Staff    Stevi Marks, Martin Sivutka, Parent Chaperones

Students    Master Singers (Roster attached)  
(100 travelers)

V. Description, Destination, and Reason for Trip

Travel to Orlando, Florida to perform at Walt Disney World and perform and clinic at University of Florida, Orlando.

VI. Cost of Trip

Was this trip included in your    Dept. \_\_\_\_\_ Bldg. \_\_\_\_\_ District \_\_\_\_\_ Budget? NO

	Total Amount	Per Person	Account #
Performance/Clinic	<u>1,960.00</u>	<u>19.66</u>	
Lodging/Security	<u>15,060.00</u>	<u>150.60</u>	
Meals (Advance)	<u>9,234.00</u>	<u>92.34</u>	
Entertainment	<u>35,300.00</u>	<u>353.00</u>	
Substitute Teacher	<u>196.00</u>	N/A	
Transportation			
Air	<u>36,000.00</u>	<u>360.00</u>	
Bus/Car	<u>5,040.00</u>	<u>50.40</u>	
District Total	<u>196.00</u>	N/A	N/A
Cost to Student	<u>102,594.00</u>	<u>1,026.00</u>	N/A

VII. Approval

Supervisor
Principal
Superintendent

9/10/09
9/14/09

Date
Date
Date

Reminder: No purchases or expenses prior to Board of Education approval.

Form approved by Board of Education 12/15/97.





BOB ROGERS TRAVEL  
Group Travel Specialist

**“WE OFFER PERSONALIZED SERVICE...SECOND TO NONE”**

**GLENBROOK SOUTH CHOIR  
STEVI MARKS & MARTIN SIRVATKA, DIRECTORS  
DESTINATION: ORLANDO, FLORIDA  
DATES: FEBRUARY 27-MARCH 2, 2010**

**ITINERARY  
AS OF  
SEPTEMBER 4, 2009**

**SATURDAY, FEBRUARY 27**

- 6:00 AM 110 passengers arrive at Chicago-Midway Airport  
 8:05 AM 110 Passengers depart out of Midway aboard Southwest Flt. #2806  
 11:40 AM 110 Passengers arrive at Orlando International Airport  
 \*Luggage will be delivered straight to your rooms at the resort  
 \*\*\*any unchecked luggage should be checked with the bellhop desk at Disney  
*Upon arrival* Proceed to **Disney Magical Express** welcome center  
 Depart for the **Disney All Star Music Resort**  
*Then* Take **Disney Transportation** to **Downtown Disney**  
*Hint:* Grab a snack before heading to Cirque de Soleil-La Nouba  
 6:00 PM Enjoy a performance of **Cirque de Soleil-La Nouba**  
*The show name originates from the French phrase “faire la nouba” which means to party, to live it up. La Nouba features two groups of characters. Throughout the show, the magic and fantasy of the colorful Cirques (circus people) clash with the monochromatic world of the Urbains (urbanites).*  
 8:30 PM Group dinner at **Planet Hollywood**  
*Dinner choices include grilled chicken breast sandwich, classic hamburger or cheeseburger, BBQ pulled pork sandwich, served with fries, spaghetti pomodoro, or chicken Caesar Salad, all are served with Planet Hollywood cookie and choice of unlimited soft drinks, iced tea or coffee*  
 10:00 PM Take **Disney Transportation** to return to the **All Star Music Resort**

*-Private night time security (10:30 p.m. – 5:30 a.m.)-*



6808 HOBSON VALLEY DRIVE, UNIT 110 WOODRIDGE IL 60517  
 PHONE: (630) 824-4343 FAX: (630) 824-4349  
 E-MAIL: [info@bobrogerstravel.com](mailto:info@bobrogerstravel.com)  
[www.bobrogerstravel.com](http://www.bobrogerstravel.com)







**BOB ROGERS TRAVEL**  
Group Travel Specialist

**SUNDAY, FEBRUARY 28**

7:30 AM Breakfast at the All Star Music Dining Court (**\$10 Disney dining card**)

9:00 AM Load motor coaches; depart for **Downtown Disney**

TBD	Glenbrook South Master Singers performs at Waterside Stage in Downtown Disney <i>(based on acceptance and availability)</i>
-----	---

11:30 AM Load motor coaches; return to **All Star Music** to change for fun in the parks

PM Take **Disney Transportation** to the **Animal Kingdom**

PM **Disney's Animal Kingdom®** Theme Park

*Disney storytelling comes to life in a kingdom alive with fun, wonder and adventure. Celebrate thrilling attractions, shows, the majesty of nature and the fascinating animals, real and imagined, that enrich our planet.*

PM Lunch in the park (*student cost*)

**Note:** Stop by the **Animal Kingdom's®** newest thrilling attraction, **Expedition Everest®!**

*Board an aging train headed for an Everest base camp by way of the Forbidden Mountain to trek into a remote Himalayan Village! Adventure abounds!.*

*<http://www.disneyeverest.com/> Hint: Ride in the front car.*

TBD PM Group meets to attend **Finding Nemo**

*The Musical captures the heart, humor, characters and story from the Disney-Pixar animated film **Finding Nemo** and adapts them into a mesmerizing 30-minute Broadway-style musical stage show. It's a big, blue beautiful world, but not without its dangers, as the overprotective clownfish father, Marlin, his curious son, Nemo, and their friend, Dory, find out in this big fish story—complete with new musical numbers that take their cue from lines from the movie, including "Just Keep Swimming" and "Go with the Flow.*

**Don't Miss: Dinosaur, the Kilimanjaro Safaris, the Kali River Rapids, It's Tough to Be a Bug, or the Festival of the Lion King!**

4:00 PM Load Disney Transportation, head to the Magic Kingdom

PM Enjoy the rest of the day at the **Magic Kingdom Park®**

*Welcome to the place where storybook fantasy is everyday reality, and Disney classics are brought to life*

**Evening** Dinner in park (**\$12 Disney dining card**)

**View** **Wishes™ Nighttime Spectacular** Fireworks Display

*The biggest ongoing fireworks spectacular. It features an original soundtrack, character voices from several Disney animated films and narration by Jiminy Cricket. During the show guests will witness the wishes being made by Disney characters.*

10:00 PM Park closes; take **Disney Transportation** back to **All Star Music Resort**

*-Private night time security (10:30 p.m. – 5:30 a.m.)-*



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**BOB ROGERS TRAVEL**  
Group Travel Specialist

**MONDAY, MARCH 1**

7:00 AM Breakfast at All Star Music Dining Court (**\$10 Disney dining card**)  
8:00 AM Load motor coaches; depart for University of Central Florida

TBD Glenbrook South Master Singers *participate* in a clinic at the **University of Central Florida** (*arranged by directors, \$500 honorarium provided*)

11:00 AM Load motor coaches; depart for Epcot  
11:30 AM Group dropped at **Disney's EPCOT Center**  
*Celebrate the fascinating cultures and numerous wonders of the world around you through dazzling shows, interactive experiences and amazing attractions. Marvel at the power of human imagination to set the spirits soaring.*

PM Lunch in the park (*student cost*)  
*Don't Miss* **Soarin' over California**, *Take a free-flying adventure across the natural wonders of the Golden State aboard this thrilling Disney's California Adventure™ park attraction. With the wind in your hair, glide 40 feet in the air as you look down upon the breathtaking vistas of Yosemite and redwood forests. Soar as high as your imagination over a world of wonders.*

TBD Group meets at **America Pavilion** to hear the **Voices of Liberty**  
*Be inspired by this eight-part a cappella group that sings Americana, folk and patriotic songs under the acoustically pure dome in the glorious rotunda of the American Pavilion. Enjoy such classics as "Ol' Man River," "Yankee Doodle," "Amazing Grace," "This Land Is Your Land" and "God Bless America" — all sung in the style that's made the Voices of Liberty a favorite throughout the world.*

PM Dinner in park (**\$12 Disney dining card**)  
9:00 PM **IllumiNations: Reflections of Earth**  
*Witness a thrilling nighttime kaleidoscope as the sky erupts with over 1,100 pyrotechnic bursts and the extraordinary Earth Globe floats across the lagoon, revealing wonders of the seven continents on its curved LED screens — the first ever of their kind. Revel in rousing original music as lasers turn the very sky into a work of art.*

9:30 PM Take **Disney Transportation** back to the **All Star Music Resort**

*-Private night time security (10:30 p.m. – 5:30 a.m.)-*



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**BOB ROGERS TRAVEL**  
Group Travel Specialist

**TUESDAY, MARCH 2**

- 7:00-7:30 Check out of hotel  
*Check luggage with bellhop check. There will be a group of luggage carts for our group. Luggage will be retrieved upon return to the hotel for airport departure.*
- 8:00 AM Breakfast at All Star Music Dining Court (**\$10 Disney dining card**)
- 9:00 AM Take **Disney Transportation to Hollywood Studios**  
*Salute the world of showbiz - from the Hollywood classics of yesteryear to the best in popular entertainment. Come take center stage as the star of your own adventure - from rock 'n' roll fantasy to Broadway-style stage spectaculars; from the silver screen to the TV screen to behind the scenes. That's entertainment!*
- Don't Miss Rockin' Rollercoaster Starring Aerosmith:** *Aerosmith's having a backstage party across town and you're invited. Ready to brave the LA freeways? Zoom from 0-60 mph with the force of a supersonic F-14, take in high-speed loops and turns synchronized to a specially recorded Aerosmith soundtrack and zip through Tinseltown in the biggest, loudest limo you've ever seen.*
- PM Lunch in the park (**\$12 Disney dining card**)
- 2:30 PM Group begins to depart from the parks via Disney Transportation back to the All Star Music Resort
- 4:00 PM Passengers load **Disney Magical Express** at All Star Music for Orlando International Airport
- PM Check in at Southwest Kiosk

7:10	PM	110 Passengers depart from Orlando International Airport on Southwest Flt.#220
9:10	PM	Arrive at Chicago-Midway Airport



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**“WE OFFER PERSONALIZED SERVICE...SECOND TO NONE”**

**GLENBROOK SOUTH CHOIR  
STEVIE MARKS & MARTIN SIRVATKA, DIRECTORS  
DESTINATION: ORLANDO, FLORIDA  
DATES: FEBRUARY 27-MARCH 2, 2010**

**PROPOSAL IS BASED ON 100 PAYING PEOPLE**

**SUMMARY OF INCLUSIONS**

- Personal **SERVICE** and **ATTENTION**
- Round trip airfare from Chicago-Midway Airport to Orlando International Airport-
- Two (2) Deluxe 57 passenger climate controlled, DVD and restroom equipped motor coaches (*transportation to/from clinic and performances*)
- Gratuities for your motor coach drivers
- **Private nighttime security guard** at hotel from 10:30 pm - 5:30 am
- Three (3) night's accommodation at **Disney All Star Music Resort**
- One (1) group dinner at **Planet Hollywood**
- Six (6) **Disney Dining Cards** (*3 valued at \$10 each, 3 valued at \$12 each*)
- Admission to **Cirque de Soleil-La Nouba**
- Clinic at University of Central Florida (*based on \$500 honorarium and availability*)
- Magic Music Days **3-Day Park Hopper Pass** to Walt Disney World®
- Assistance with **PERFORMANCES**
- Bob Rogers Travel Tour Manual & Bob Rogers Travel Hotel Contract
- Insurance Coverage as Recommended by Student Youth Travel Association
- \$200,000 Consumer Protection Plan
- Three (3) **COMPLIMENTARY** Director's Package (*based on single occupancy*)
- **Create-A-Video** Souvenir Package. *Digital cameras will be sent. Take pictures throughout your trip, then mail back the cameras AND a recording of your music. A souvenir video will be created, and each traveler will receive a DVD copy.*
- **Company Tour Escort:** *On site trip coordinator who manages all trip details at your destination*



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BOB ROGERS TRAVEL

Group Travel Specialist

### OPTIONS/NON-INCLUSIONS

- Meals indicated as student cost
- **2<sup>nd</sup> checked baggage fees-not included**
- Ground transportation from Glenbrook South High School to/from Chicago O'Hare airport
- Add on **Illuminations** or **Fantasmic Dessert Party**: *Dessert menu to include assorted brownies, blondies, cookies, rice crispy treats, tea, coffee, and lemonade while enjoying Illuminations or Fantasmic from a reserved viewing location.*
- In lieu of a clinic at UCF participate in **Disney Sing's Workshop**: *Students will learn audition skills, warm up and voice over techniques as they experience a fast paced recording environment. They will record an excerpt from a Disney animated feature film's soundtrack led by a professional Disney vocalist.*
- Upgrade **Park Hopper** to **Prem-Ear Ticket-Park Hopper ticket** to include *Blizzard Beach Typhoon Lagoon, and admission Disney Quest.*(add \$10/person)

### TOUR PACKAGE COSTS based on 100-109 paying people

\$1,026.00/person (based on quad occupancy)  
\$1,076.00/person (based on triple occupancy)  
\$1,125.00/person (based on double occupancy)  
\$1,323.00/person (based on single occupancy)

### TOUR PACKAGE COSTS based on 90-99 paying people

\$1,036.00/person (based on quad occupancy)  
\$1,085.00/person (based on triple occupancy)  
\$1,135.00/person (based on double occupancy)  
\$1,333.00/person (based on single occupancy)

### TOUR PACKAGE COSTS based on 80-89 paying people

\$1,048.00/person (based on quad occupancy)  
\$1,097.00/person (based on triple occupancy)  
\$1,147.00/person (based on double occupancy)  
\$1,345.00/person (based on single occupancy)

***"You create the music...we'll do the rest!"***

September 4, 2009 sk

*This proposal is valid for 30 Days*



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