**Washington, D.C. Trip Meeting Agenda**

Thursday, November 16, 2023

Medina JSHS Auditorium

1. **Presentation by First Choice Travel:** Trip informational packet with insurance forms. Insurance checks made payable to **1st Choice Educational Tours**.

2. **Trip dates**: Wednesday, **June 5th** through Friday, **June 7th** 2024.

3. **Eligibility**: Students who have been suspended out of school, or assigned to ISS more than once, will not be eligible to attend this trip**. *In addition, some students may be restricted from the trip at teacher discretion. This includes excessive, unexcused absences from school (more than 10% of total school days, various assigned detentions: behavior or attitude concerns, and/or academic ineligibility. Attending this trip is a privilege.***

4. **Cost**: $525.00 (minimum of 40 students)

Initial deposit: January 12, 2024 ($175.00)

 1st payment: March 1, 2024 ($175.00)

 Final payment: April 12, 2024 ($175.00)

All checks for the trip cost should be made out to **Medina Junior-Senior High School**. Mr. Byrne will collect all payments. A receipt for each payment will be given to your child. ***Students who do not make the initial payment may not make the cutoff due to seat availability.***

5. **Rules, procedures, and expectations:**  See sheet.

6. **Chaperones and room assignments**: Please let us know of any roommate issues. This will be coordinated closer to the date of the trip.

7. **Medical forms:**

* Forms will be distributed closer to the date of the trip.
* ***Leave no lines blank***.
* **We also need a copy of your medical insurance card**.
* If your child will need any prescription medication, he/she must have a doctor’s note.
* *Please inform the school nurse of any changes in your child’s medical condition before the trip.*

8. **Questions?**

Thank you for this opportunity to work with your children.

Joe Byrne

Jessica Kuzara

Tim Lincoln

Kayla Rosenbeck