

August 17, 2018

Dear Parents of Eighth Grade Students:

One of the most exciting events that 8th grade students look forward to is the annual Washington, D.C. trip. This trip has become a tradition in the Reynoldsburg school system. This year's trip will be **May 8-11, 2019**. The cost of the trip, along with payment dates, will be sent home in an information packet the week of September 17, 2018. In order to reserve a spot on the trip, forms and payments **MUST** be returned by the scheduled dates. A schedule time line will be included with the packet. The full amount of the trip will be refunded if the trip should be canceled by the school system; however, the last date for full refunds will be **March 22, 2019**. If a student can no longer go on the trip for a medical reason, suspension/ expulsion/emergency removal from school, a discipline matter, parents' removal from the trip, or any other reason, **a full refund cannot be issued after March 22, 2019**. After this date, monies will be in the possession of Scholastica Tours and only a percentage of the money will be refunded. Refund request forms are available from the trip coordinator.

The District is no longer allowing fundraising that benefits individual students to take place. We are looking at numerous options to keep the cost of the trip as low as we can. Please look for more information coming home soon regarding fundraising opportunities.

Listed below are the criteria students must meet to be eligible for the trip. ***Students and parents should be aware that the criteria are in effect from the day the trip is announced and throughout the trip.***

CRITERIA FOR WASHINGTON, D.C. ELIGIBILITY

This policy is contingent upon Board of Education approval, and is in effect from the date of this letter through the date of **RETURN on Saturday, May 11, 2019**.

1. You must be an eighth grade student, attending *STEM Middle at Baldwin Road Junior High*, and **NOT** have previously attended the trip.
2. Low grades, in themselves, are not grounds for denying your participation in the trip. However, if these low grades are the result of not completing work, not paying attention, or other ***qualities that reflect a lack of responsibility or effort***, an individual decision about your ability to handle the trip will be made by a committee which includes the principal and trip coordinators. State testing must be completed prior to you attending the trip.
3. You must obey the ***Reynoldsburg Student Code of Conduct and the Bus Regulations***. **ANY** out-of-school suspension/expulsion/emergency removal from school will automatically eliminate students' trip privileges. Other discipline issues that may be a factor in denial of trip privileges at the decision of the junior high principal and coordinators include: ***attendance, tardies, and chronic disregard of school expectations on a bus or in a classroom (as listed in the junior high parent/student handbook)***.
4. ***You must be free of severe medical problems with which you cannot cope or which may endanger others.***
Examples (but not inclusive):
 - * Students who cannot administer their own injections.
 - * Chronic illness which has caused excessive absences from school.
 - * Infectious illness.
5. You must have submitted a waiver/release form, emergency medical form, and power of attorney form by the night of the **MANDATORY** parent meeting. This meeting will be held on **Tuesday, April 23, 2019** at STEM Middle at Baldwin Roadp. (These documents will be sent home prior to the parent meeting).
6. You must have paid the full amount of the trip by **February 22, 2019**.
7. The coordinators and administration reserve the right to deny privileges.
8. All school and athletic fees must be paid.

Sincerely,

Amie Case
Trip Coordinator

*The 2019 Washington, D.C. trip is contingent on approval by the Reynoldsburg Board of Education.