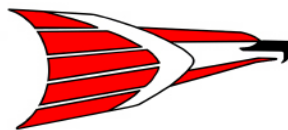


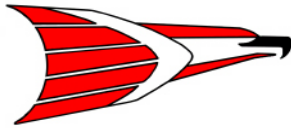


**2008 Tournament of Roses  
Student Trip Manual**



**Lakota West Marching Firebirds**

**December 28, 2007 to January 4, 2008**



## Lakota West High School Marching Firebirds

December 13, 2007

Dear Students, Parents and Chaperones,

We hope you are looking forward to our Rose Parade trip with the same level of excitement as we are. Everyone has worked extremely hard planning, practicing, and fund-raising to make the Marching Firebird's performance in the 119<sup>th</sup> Tournament of Roses Parade a reality. It will now be only a few short weeks before your hard work and sacrifice will pay off with an experience of a lifetime.

This manual has been prepared to provide information that you will need to make the trip go as smoothly as possible. Please read it carefully. The material may not cover every topic that you have questions about, so we encourage you to ask your questions as soon as they come up.

Be prepared, have fun, and make us all proud.

Greg Snyder  
Director of Bands

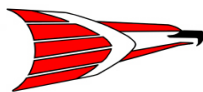
Rick & Teresa Armstrong  
Rose Trip Coordinators

Cc: Mr. Richard Hamilton  
Mr. Tim Shaffer



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## A. Assignments

### Student Name:

### Travel to Los Angeles

Flight Group:

Travel Leader:

Travel Chaperone  
Cell Phone #

### Travel Home

Flight Group:

Travel Leader:

Travel Chaperone  
Cell Phone #

### Assignments in Los Angeles

Chaperone in Los Angeles:  
Cell Phone #

Bus Number:                      Bus #

Roommates:

Room #:                              Room assignments will be made on arrival.



## **B. Instruments & Uniforms**

### **1.) Transportation of Instruments**

Flute and clarinet players are responsible for taking their own instruments with them to Los Angeles. We recommend keeping these instruments with you as carry-on.

All other instruments will be transported by truck. These will be packed in the truck on December 19 after our last Rose Trip practice. Please take your mouthpiece with you before packing your instrument on the truck, as this will allow you to stay in practice prior to our performances in California. Remember to practice, and REMEMBER TO BRING YOUR MOUTHPIECE on the trip. The truck will be unpacked at 8:30 pm at the hotel on December 28. We have reserved a conference room at the hotel for instrument storage during our stay -- our LA Band Room. Instruments will be repacked on the truck on January 1 at 1:00 pm after the parade. The instruments will be delivered back to Lakota West H.S. early the week of January 7.

Note to students performing in the Jazz Concert on December 20: Please pack your Rose Parade instrument on the truck on December 19. If you do not have a second instrument for the Jazz Concert, you will need to borrow one.

### **2.) Uniforms**

#### **Band Uniforms**

Band uniforms, marching shoes, Shakos, plumes, berets, and parkas will be transported by truck. They will be packed on December 19 along with the instruments. On December 12, shoes will have been polished and hat boxes packed with Shakos, black T-shirt, black gloves, and 1 pair of black socks. Berets will also have been turned in by Dec. 12. All of these items will be packed by the Uniform Committee and loaded on December 19.

Band uniforms will be packed in wardrobe boxes. Shoes and parkas will be packed in a smaller box. Both boxes will be marked on the outside with the chaperones name and box number. For each performance, students will come to the conference room, retrieve their uniforms from their chaperones box and get dressed. They will take their hat box and black uniform bag with them on the bus to each performance. Upon returning, each student will place their hat and their uniform back in their chaperones box to be stored until the next performance. Shoes may go back to the room with the student so they can be shined for the next performance. Hopefully the parkas will stay packed in their boxes for the whole trip. When you leave for a performance, please make sure that you are dressed from head to toe with a plume, Shako, black shirt, black gloves, black high socks, correct marching uniform, and black marching shoes(shined). Some Uniform Committee Mom's will be in the conference room to help with any problems that may arise. Bring what you need (reeds, valve oil, black socks, black t-shirt, black gloves, etc.). We will have very little of these supplies. PLEASE ask Mrs. Anderson with any questions.

#### **Color Guard**

Color Guard uniforms and shoes must be packed in your carry-on bag. Makeup should be packed in checked luggage as this will make airport security clearance more straightforward. Hang up your Color Guard uniform as soon as you are in your hotel room.



## C. Travel Information

Flight Groups Assemble at Lakota West High School: Each flight group will have an appointed time to report to Lakota West High School to board school buses to take the flight group to the appropriate airport.

- A Lakota West Band Director will be your Flight Group Leader.
- In general, flight groups have been arranged in an attempt to keep families and marching band sections together. Originally all sections were together except for siblings. Although some of the groups/flights were changed as a result of schedule/equipment changes by Delta, the good news is the price was locked in.
- **Be at the school at your appointed time** with all your luggage. We recognize that there are sometimes flight delays discussed in the news and posted to Delta's website. However, **you need to go to Lakota West at your assigned time** unless you are contacted by your Flight Group Leader or Section/Squad Leader (because we are mostly assigned to Flight Groups by section, Section/Squad Leaders will be utilized in the notification process as usual).
- Upon arrival at the school, check-in with your travel chaperone. You will stay with your travel chaperone until you are transferred to your Los Angeles (LA) chaperone at the hotel.
- If you notice that anyone from your Flight Group is not at check-in at Lakota West, it is appropriate to call them via cell phone and/or report this to the Flight Group Leader. However, DO NOT LEAVE the school.

Airport Check-in: Upon arrival at the airport, your Flight Group Leader will be in charge of check-in at the counter. The process will be faster if you arrange yourselves in line in alphabetical order with your I.D. in hand (e.g., Driver's License or Student I.D.).

Checked Luggage: You will be allowed to check up to two bags. Gateway luggage tags will be provided prior to the departure date. All checked bags must have a filled-out tag. Checked bags may not exceed 50 lbs., and may not exceed 62 inches total of length plus width plus height. Do not lock luggage, as it may need to be searched as part of the normal security process.

Carry-on Bags: You may carry on one bag plus one personal item per passenger. A carry-on bag may not exceed 40 pounds, and may not exceed 45 inches total of length plus width plus height. Any carry-on bag must be able to fit under the seat or in an overhead bin. A personal item may be a purse, briefcase, camera case or bag of similar

size (e.g., flute or clarinet). A small backpack can be used as carry-on, and may be useful while in LA. Color Guard should pack their uniforms in carry-on, but should pack any makeup in checked luggage. You may want to bring snacks, a book, playing cards, I-Pod, or small pillow for the flight. If you wish to carry on a beverage, you must purchase this in the airport after clearing security. Most of the longer flights will offer a movie.

Security Checkpoint: Students will clear the security checkpoint with their travel chaperone. Do not take any sharp objects that could be used as a weapon (e.g., pocket knife, scissors). Do not take any liquid, gel or lotion (e.g., beverages, creams, shampoo, suntan lotion, toothpaste, etc.) through airport security unless each item is in a container no larger than 3 oz. All such items must be placed in a single quart-size, clear plastic, zip-lock bag and placed separately in a bin for screening at the security checkpoint. Be prepared to place shoes, jackets, and all metal items (e.g., keys, coins, cell phones, large metal belt buckles, etc.) in a bin for screening.

Medicines: If you are taking medicines, you need to take your own medicines through the airport security checkpoint. Medicines will be collected by your travel chaperone after passing security. They will be dispensed as needed during your trip by your chaperone (travel chaperone during travel, and LA chaperone during our time in LA) under the direction of our nurse, Kim Carter. Have 2 days of your needed medicines with you as you pass airport security. The rest of your medication should have been turned in to Kim Carter prior to December 13.

Medical Forms: Kim Carter should already have your medical form and copy of your current insurance card (i.e., these were required for Band Camp). Any updates should have already been turned in to Kim Carter. Travel will not be permitted without these documents.

Flight Connections: Some of our Flight Groups have connecting flights in Atlanta (the busiest airport in the world). The connection may require your Flight Group to change terminals via the underground rail system. The lay-over may also be an appropriate time for the Flight Group to eat. Listen carefully to instructions from your Flight Group Leader and travel chaperone. DO NOT become separated from the group.

Arrival in Los Angeles: Once you arrive in Los Angeles, the Flight Group will proceed to baggage claim, where you will be responsible for claiming your checked luggage. Do not remove bag claim tickets from your checked bag, as these sometimes must be matched against your claim ticket by airport employees before leaving Baggage Claim. The Flight Group will be greeted by a Gateway agent. After all travelers and bags are accounted for, the Gateway agent will direct you to board a motor coach which will take you to the Wilshire Grand Hotel. It is YOUR responsibility to collect all of your personal items.

Land-Only Students: Your parent or the adult accompanying you to LA will need to bring you to the Wilshire Grand Hotel between 2:00pm and 8:00pm on December 28 to sign you in. Your parent or the adult accompanying you will need to sign you out at the Wilshire Grand Hotel between 7:00am and 9:00am on January 4. **No marching band student is to be travelling on their own without adult supervision.**

Time Zone: Los Angeles is on Pacific Standard Time, 3 hours behind the time in Cincinnati. Remember to turn your clocks/watches back 3 hours once you arrive.



## **G. Suggested Attire & Packing List**

### **Suggested Attire**

Travel to and from Los Angeles: Khaki pants, collared shirt and Rose Parade Jacket

Crystal Cathedral: Dress in nice clothes with nice shoes. No jeans, tennis shoes or T-shirts

Video Party: Dress in nice clothes with nice shoes. No jeans, tennis shoes or T-shirts.

Queen Mary Formal Farewell Dinner & Dance:

Men: Jacket, suit or tux; or dress pants, shirt and tie. Dress/nice shoes.

Ladies: Formal Dresses/Gowns (floor length/long preferred). Bring a pair of comfortable shoes to change into for Ghosts and Legends Tour.

All Other Events: Casual attire in compliance with Lakota West dress code.

Swim wear: Students must be appropriately covered.

### **Weather:**

Winters are pleasant in Los Angeles. Daytime temperatures are typically in the high 60's (Jan. average high is 65°F). Evenings are cool, usually in the high 40's (Jan. average low is 47 °F). LA gets little rain but it is more common in winter; it is wise to be prepared for it.

### **Packing List:**

Identification card (e.g., Driver's License, School ID)

Instrument or instrument mouthpiece

Money for 2 dinners & 4 lunches in LA, plus food on travel days

Cell phone and charger

Socks and underwear for 7 days.

Casual clothing for the week (e.g., jeans, shorts, T-shirts, golf shirts) in compliance with Lakota Schools dress code.

Extra black uniform undergarments (shirt, socks)

1 pair casual/comfortable shoes (e.g. tennis shoes)

1 pair of dress/nice shoes

Nice clothes for video party and Crystal Cathedral

Dressy clothes for Queen Mary Formal evening

Swimsuit

Pajamas/sleep attire

Rose Parade Jacket  
Sweater or sweatshirt for cool evenings  
Rain jacket or poncho (even though "It never rains in southern California")  
Hat or visor  
Sunscreen  
Sunglasses  
Water bottle  
Shower gear: soap & shampoo (if you prefer your own), toothbrush, toothpaste, deodorant, razor, brush/comb, hair pins/ties, bandaids, moleskins, and other personal care products you need. Towels, soap, shampoo are provided by hotel.  
Contacts/contact solution/glasses (if needed)  
Plastic bag(s) for wet swimsuits, etc.  
Alarm Clock  
Camera  
This book  
Notepad and pencil  
Playing cards, iPods, books, etc. for travel/free time.

Color Guard List:

Uniform  
Shoes  
Make-up  
Hair pins (bobby pins)  
Hairspray  
Weapons: gloves  
Rose Parade jacket  
Proper under garments  
Socks for the parade  
Nail polish remover (No nail polish is to be worn!)

Do Not Bring:

In general, don't bring things on the trip that wouldn't be ok to bring to school (iPods are ok on the trip). Do not bring knives, scissors, or other objects that could be used as a weapon; matches, lighters, tobacco, alcohol, drugs, clothing with lewd sayings or drawings, balloons, water guns, fireworks, etc. Do not bring valuables or too much money.



## H. Rules of Conduct

While on the trip, you are representing the Marching Firebirds, Lakota West High School, the West Chester community, and the Greater Cincinnati area. We will likely have some level of press coverage for much of our trip. Lastly, please remember that there are many generous people that contributed to make this experience possible for you. We expect behavior at all times to be something that you, your families and your community will be proud of.

All Lakota West High School rules of conduct as outlined in the Student Handbook apply. All Lakota Marching Band rules of conduct as outlined in the Band Handbook apply.

### Trip expectations:

1. Be on time for all activities.
2. At all times, students should be in groups of no less than 4 students. In the event of an emergency, this allows 2 students to go for help while 1 student remains with the student in need.
3. It is an expectation that chaperones know the whereabouts of their students at all times. It is the students' responsibility to make sure that they check in and comply with chaperone rules.
4. Never leave the "site" of the given band activity (e.g., park boundaries, hotel property, restaurant, etc.) without checking out and checking back in with Mr. Snyder. This includes students who wish to temporarily leave with their parent(s). Your chaperone needs to be notified as well.
5. No adults in any student rooms except chaperones and nurse on chaperone duties (and then only with a minimum of 2 chaperones from separate families).
6. No visitors in any students' rooms. Only Lakota West students are allowed in your room. No girls in boys' rooms. No boys in girls' rooms.
7. If a chaperone has a student, other child, or college student in their room, these students need to be in that room or with their parent chaperone during nightly room check.
8. In the hotel, do not open a mini-bar, use the telephone for other than room-to-room calls, and do not access any games or paid programs on the TV.
9. You are to ride your assigned bus.

Failure to meet behavior expectations may result in a student being immediately sent home at the parents' expense (and a last-minute 1-way ticket with a Delta chaperone is a very expensive proposition).



## I. Questions & Answers

Q: Can I earn frequent flyer credit for air travel on Delta?

A: Yes. Please provide your name and frequent flyer number in an email to Teresa Armstrong at [rosetrip@lakotawestbands.org](mailto:rosetrip@lakotawestbands.org). The numbers will be provided at group checkin by the Flight Leader.

Q: Can I leave my vehicle parked at Lakota West during the trip?

A: Yes

Q: What will happen if flight times are advanced or delayed by Delta before the day of departure?

A: You will be called with the new time to meet at Lakota West. Because we are mostly assigned to Flight Groups by section, Section Leaders will be utilized in the notification process as usual.

Q: What will happen if flights are delayed or cancelled on the day of departure?

A: This news will probably not be received until we are actually at the airport. Flight Group Leaders will work with a Delta agent (involving Gateway as necessary) to establish new flight arrangements.

Q: How much luggage can I check? How much luggage can I carry-on?

A: You can check up to 2 bags. You can carry on 1 bag, and 1 personal item (see Section C for details).

Q: What are airline restrictions for carry-on luggage?

A: No sharp objects that could be used as a weapon (e.g., pocket knives, scissors, etc.). No containers of liquids, creams or gels greater than 3 ounces, other than items purchased after clearing security. All liquids or gels must be placed in a 1 quart clear zip-lock bag and screened separately at the security checkpoint. See Section C for details.

Q: What is the weather expected to be in Los Angeles?

A: Typically pleasant days in upper 60's and cool evenings in upper 40's. Rain is uncommon in LA, but you should be prepared.

- Q: If my family is traveling to Los Angeles outside the trip (e.g., not on the Follower Trip), can they join the band in any of the activities?
- A: You can not participate as part of the tour group unless you are on the tour. However, you are free to participate in activities open to the public such as Knott's Berry Farm, Universal Studios, Hollywood sightseeing, Santa Monica Beach, etc.
- Q: Will parents who are not on the Gateway tour, but traveling to Los Angeles separately be able to take their student off the tour?
- A: Yes, but you must check out and check in with Mr. Snyder. The chaperone should be notified when the student leaves and returns.
- Q: Will there be videos of the event that can be purchased? Pictures posted to the website?
- A: Yes.
- Q: Will I need to take my instrument with me, or will it be shipped with the school instruments?
- A: If you play flute or clarinet, you should plan on taking your instrument with you as carry-on. All other instruments will be packed in the truck at school on December 19 for transit directly to the Wilshire Hotel. Keep mouthpieces with you for practice. See Section B
- Q: If my instrument is shipped via the truck, when can I get it back in Cincinnati?
- A: The truck will return to Lakota West H.S. early the week of January 7. See Section B.
- Q: Is my instrument insured against loss or damage while on the trip?
- A: School instruments and uniforms are insured. Private instruments should be insured under your family's home owner's insurance. You may want to check with your agent to check your coverage.
- Q: How much spending money should students take with them?
- A: Enough to purchase 2 dinners and 4 lunches as well as food on the days of travel (\$100 should be sufficient for meals). Students may also want money to purchase souvenirs.
- Q: Why are we flying on 5 different flights? Why didn't we get a charter plane?
- A: To save money. At the request of parents we choose the cheapest flights rather than the most convenient. A charter flight would have cost at least \$250 more per student, and would have been exposed to the risk of further upcharges due to fuel cost surcharges.

Q: When and where do Land-Only students report for the tour? When and where do they need to be picked up at the end of the tour?

A: Land-Only students should be signed in at the Wilshire Grand Hotel between 2:00pm and 8:00pm on December 28. They must be signed out of the Wilshire Grand Hotel between 7:00 am and 9:00 am on January 4.

Q: Can marching band shoes be used as dress shoes for events such as video party and Crystal Cathedral?

A: Yes

Q: What time zone is LA in?

A: LA is on Pacific Standard Time (PST). It is three hours behind Cincinnati. Make sure to turn your watches and clocks back three hours when you arrive. Also keep the time difference in mind when calling home.