



WEST ESSEX MIDDLE SCHOOL

West Greenbrook Road
North Caldwell, NJ 07006

David B. Montgomery, Principal

Telephone (973) 228-1200 ext. 303
FAX (973) 228-5852

October 28, 2011

Dear Eighth Grade Parents/Guardians:

West Essex Middle School has planned a 2-day eighth grade educational excursion to Washington, DC, for Thursday, March 29 through Friday, March 30, 2012. The cost of this trip is three hundred and forty dollars (\$340.00) per student. This price includes breakfast, dinner, hotel, and other activities. Students will be responsible for lunch, snacks, and spending money.

A copy of the permission slip, authorization for medical treatment, medical information sheet, and Internal Participation Policy, **are accessible on the homepage of the school website (www.westex.org)**. In the top left hand corner select West Essex Regional Middle School, and then select the Student Life heading. The third selection in the drop down menu is field trip forms. All forms are located under that heading. Please contact Mrs. Maus-Colucci with questions or concerns in the event of inaccessibility to a computer.

Please return the following, completed and signed, on or before **November 18, 2011**:

- Permission slip
- Authorization for medical treatment
- Internal Participation Policy
- Check (made payable to West Essex Middle School) for the first payment of \$170.00 or entire payment of \$340.00 (If choosing to pay in TWO payments, please remit the remaining \$170.00 by February 3, 2012).

Please print and return the following, completed and signed, on or before **February 3, 2012**:

- Medical information sheet
- Check for remaining balance of \$170 (if applicable)

An orientation meeting will be held during school for the students prior to the trip to answer questions and to review guidelines. **ALL RULES AND REGULATIONS ENFORCED BY THE WEST ESSEX REGIONAL SCHOOL DISTRICT, AS WELL AS THE CONSEQUENCES ASSOCIATED WITH VIOLATION OF THESE RULES WILL BE ENFORCED WHILE ON THE TRIP.**

On the day of the trip, students must arrive at school no later than 5:45 am. Your child will load his/her own luggage onto the bus. Please check your child's bag. He/she should not pack anything that is inappropriate for school. Your cooperation is appreciated. For security reasons, please be aware that we will randomly check luggage.

If you have concerns, please e-mail Mrs. Maus-Colucci at jmaus@westex.org. We thank the Board of Education and the Superintendent of Schools for making the eighth grade field trip to Washington, DC a reality. We are looking forward to a pleasant and educational experience.

Very truly yours,

David B. Montgomery
Principal

Jenna Maus-Colucci
8th grade class advisor

C: Barbara Longo, Superintendent of Schools
Enclosures

West Essex Jr. High School March 29-30, 2012 Washington D.C.

Day One, Thursday, March 29, 2012

- 11:00am Meet our **FULL TIME ESCORT** at **Union Station (50 Massachusetts Avenue, NE, Washington, DC)** and enjoy **lunch on your own** with free time to explore the shops. The city's main train station is a classic Beaux-Arts design of monumental proportions. Restored to its original grandeur in the 1980's, Union Station features a large food court, a movie theater, shops and kiosks.
- Noon Depart with our **FULL TIME ESCORT** and **GUIDES (4)**.
- 12:15pm **Capitol Visitor's Center.** The Capitol Visitor Center welcomes visitors to the seat of American government. At nearly 580,000 square feet, the CVC is the largest project in the Capitol's 215-year history and is approximately three quarters the size of the Capitol itself. The entire facility is located underground on the east side of the Capitol so as not to detract from the appearance of the Capitol. Features include an exhibition gallery that features the House & Senate while in-session, orientation theaters, a 550-seat cafeteria, gift shops, and restrooms all within a secure public environment that will provide visitors shelter from the unpredictable D.C. weather. **Security procedures do not permit motor coaches to drive to the front of the Capitol. Passengers may disembark at Garfield Circle and walk up hill along Independence Avenue (about 1 ½ city blocks) to the front of the Capitol Building.**
- **The United States Capitol (pending availability).** The most recognized symbol of democratic government in the world, the U.S. Capitol has housed Congress since 1800 and is one of the most imposing public buildings in the world. The Capitol is where Congress meets to write the laws of our nation, and where presidents are inaugurated. Its ceilings are decorated with historic images, and its halls are lined with statuary and paintings representing great events and people in the nation's history. **Note: Stop for a photo opportunity and narrative tour of the outside only. Unless group has timed entry tickets.**
 - Visit the **United States Library of Congress. Explore. Discover. Be Inspired!** Established as an act of Congress in 1800, The Library of Congress is the largest national library in the world with more than 100 million items in three buildings. The original Library of Congress Building (now called the Thomas Jefferson Building) is perhaps Washington's most richly ornamented building. **DID YOU KNOW? The library has more than 650 miles of bookshelves, and more than 138 million objects in 470 different languages.**
 - **NEW The Library of Congress Experience. Pick up your Passport to Knowledge at the front desk upon arrival.** Interactive technologies make the Library of Congress and its collections more dynamic and accessible than ever. This Library of Congress Experience offers "hands-on" interaction with rare cultural treasures in ways that inspire and engage. Highlights on display include *Exploring the Early Americas*, *Waldeemuller 1507 Map* known as "*Americas Birth Certificate*", *Minerva- The Goddess of Wisdom*, *Creating the United States*, *Thomas Jefferson's Library*, *Bob Hope and American Variety*, and the *History of the Library of Congress*. **Note: Student Lesson Plans are available upon request. If for any**

- Tour **The Supreme Court Building (Tour outside only)**. Within the walls of this white marble monument the third branch of government exercises its mandate to protect and interpret the spirit of the Constitution.
- 3:00pm Depart.
- 3:30pm Board the *Spirit of Washington*.
- 4:00pm Sail on the *Spirit of Washington*. Take a cruise along the historic *Potomac River* as you enjoy a delicious meal prepared for you.
- 6:00pm Cruise docks. Depart on our **relief coaches**.
- 6:30pm Stop at **The National World War II Memorial**. This *newest memorial* honors the 16 million who served in the armed forces of the U.S. during World War II, the more than 400,000 who died, and the millions who supported the war effort from home. Symbolic of the defining event of the 20th Century, the memorial is a monument to the spirit, sacrifice, and commitment of the American people to the common defense of the nation and to the broader causes of peace and freedom from tyranny throughout the world.
- Stop at **The Viet Nam Veterans Memorial**. This privately funded memorial has drawn millions who have come to touch the over 50,000 names, make pencil rubbings and leave flowers, letters, flags and personal mementos.
 - Stop at **The Lincoln Memorial**, overlooking the Reflecting Pool, was patterned on a classic Greek temple. Inside, inscriptions from his Gettysburg Address and Second Inaugural Address flank the 19-foot marble statue of our 16th President. The somber War President looks past the steps that have served as a site for many public demonstrations.
 - Stop at **The Korean War Veterans Memorial**. The triangular field contains nineteen ground troopers, clad in foul weather ponchos, fully equipped for battle. Representing those who supported the ground troops are hundreds of faces etched on a polished granite wall. The Korean War Veterans Memorial thus reminds us of the importance of patriotism and duty in
- 8:00pm Stop at the **NEW Martin Luther King, Jr. National Memorial**. The King National Memorial celebrates the powerful words of Dr. King and their ongoing ability to lead us toward a better world for everyone. Visit this historic monument and feel inspired to turn dreams into actions. The long awaited memorial utilizes landscape elements to powerfully convey three fundamental and recurring themes of Dr. King's life: justice, democracy and hope. *A genuine leader is not a searcher for consensus but a molder of consensus... Martin Luther King, Jr.*
- Stop at **The Jefferson Memorial**. The 19-foot statue of the third president stands beneath a rotunda inscribed with passages from the Declaration of Independence and Jefferson's other famous writings. Looking from the memorial across the *Tidal Basin* provides an unforgettable view of the city.
 - Stop at **The Franklin D. Roosevelt Memorial**. The FDR is unique among the memorials of Washington, DC. The memorial is divided into four outdoor galleries, or rooms, one for each of FDR's terms in office.
 - Stop at **The Marine Corps War Memorial (Iwo Jima Statue)**. One of the largest bronze statues ever depicts the American Flag being raised on Mount Suribachi during World War II and commemorates all marines who have died in battle since 1775. The view from this hillside looking across the *Potomac* into Washington is spectacular.
- 10:00pm **Guides Drop.** Depart
- 10:30pm Arrive and **check in** to the **Bethesda Marriott (5151 Pooks Hill Road, Bethesda, MD 20814 – 301-897-9400)**.
- **ESCORT stays** at the hotel with the group.
 - **Drop relief coaches.**
- 11:00pm One **pizza per room** and **one soda per person** delivered to the hotel. **Escort is to be in the lobby at 10:45pm to receive the pizzas.**
- 11pm-5am Three (3) professional uniformed **security guards** on duty. **Please call your emergency contact within 15 minutes if security is not there on time. Beyond 11:15pm your emergency contact will be unavailable. Should this be the case, please call (856-310-9463) and speak to dispatch.**
- Meals: D

Day Two, Friday, March 30, 2012

7:00am	Enjoy breakfast at our hotel this morning prior to checking out .
8:00am	Depart with our ESCORT .
9:00am	Meet our GUIDES at the Visitors Center at Arlington National Cemetery . This is the final resting place for President John F. Kennedy, Jacqueline Kennedy Onassis, Audie Murphy, prizefighter Joe Louis, and thousands of soldiers from every major U.S. war. Arlington House home of Civil War General Robert E. Lee, Space Shuttle Challenger astronaut's Memorial and the Tomb of the Unknowns are also located on these famous 612 acres. <ul style="list-style-type: none"> • Tourmobile tickets are NOT included for your visit. • Stop at the Women in the Military Memorial. This memorial, at the entrance to Arlington National Cemetery, is dedicated to the nearly 1.8 million women who have served in the military defending this country from the Revolutionary War until the present time.
11:30am	Depart
Noon	Tour the United States Holocaust Memorial Museum (20 Tickets Purchased) . This somber and moving museum tells the story of the Holocaust through artifacts, films, photographs and oral histories. The museum's primary mission is to inform Americans about the Holocaust, to remember those who suffered, and to inspire visitors to contemplate the moral implications of their choices and responsibilities as citizens in an interdependent world.
12:15pm	Tour the United States Holocaust Memorial Museum (45 Tickets Purchased)
12:30pm	Tour the United States Holocaust Memorial Museum (45 Tickets Purchased)
12:45pm	Tour the United States Holocaust Memorial Museum (45 Tickets Purchased)
1:00pm	Tour the United States Holocaust Memorial Museum (45 Tickets Purchased)
1:15pm	Tour the United States Holocaust Memorial Museum (40 Tickets Purchased) <ul style="list-style-type: none"> • Visit Pentagon City Shopping Mall and have lunch on your own. The skylit Food Court features international specialties from the familiar to the exotic. A scenic glass elevator ride to the Third Level reveals more than 170 fascinating stores and restaurants • GUIDES AND ESCORT DROP.
3:30pm	Depart for home. Meals: B.

Tour includes:

Deluxe equipped motor coach transportation

1 Tour Manager and 4 local guides as stated in the itinerary– including taxes and gratuity

(1) night hotel accommodation, taxes and 3 private security guards on duty.

Meals: (1) breakfast, (1) dinner cruise, pizza and soda at hotel

Relief motor coaches for evening tour

All admissions as listed on the itinerary

WEST ESSEX MIDDLE SCHOOL

West Greenbrook Road, North Caldwell, NJ 07006

Telephone (973) 228-1200 ext. 303

David B. Montgomery, Principal

Please complete
and submit by
NOV 18th

Internal Participation Policy Extra-curricular Functions

Extra curricular functions are positive experiences that are intended to supplement a student's school experience. In order to preserve the health, safety, and welfare of all students, and to insure maximum educational achievement, the following Participation Policy has been adopted and will take effect immediately. The extra curricula functions that are affected by the policy are overnight field trips, day field trips, and school sponsored functions such as dances, teen center, and other social events.

Extra curricular functions are not a requirement of the curriculum. Therefore, participation in such functions is a privilege extended to those students who exhibit appropriate acceptable behavior. The following guidelines will be used as criteria for participation in extra curricular functions.

Students will NOT be allowed to participate in extra curricular functions...

- when 10 or more demerits have been accumulated prior to the trip
- when placed on social probation as defined in the student handbook (page 15)
- while under suspension for any reason

Students, who are denied participation in extra curricular functions because of any of the above infractions, may request an appeal through the Principal's Office. Repeat offenders of suspendable offenses will not qualify in any appeal process.

Both student and parent/guardian must sign and return the attached page to be eligible for participation in extra curricular functions.

Both student and parent/guardian must sign and return this page by **November 18** for the student to be eligible for participation in extra curricular functions including the 8th grade trip to Washington, D.C.

*I have read and understand the West Essex Junior High School internal Participation Policy regarding Extra Curricular functions.

Print Student Name _____ Grade _____

Student Signature

Date

Parent/Guardian Signature

Date

**WEST ESSEX MIDDLE SCHOOL
PERMISSION SLIP**

Please complete
and submit by
NOV 18th

8th _____
Grade Homeroom

_____ has my permission to
go on the following trip Washington, DC

Day and Date of Trip: Thursday, March 29 and Friday, March 2012, 2012

Approximate Cost \$ \$340 Time of Departure 6:00 a.m. Time of Return Approximately: 9:00 p.m.

Teacher(s) in Charge Mrs. Maus-Colucci

Method of Transportation: School Bus _____ Chartered Bus X Public Transportation _____

Van _____ Other _____

Additional Information: _____

Note: All school rules apply for all students on all school trips. Special rules for individual trips will be clarified while the trip is planned. Violations will result in normal disciplinary action in line with established school practice and policy.

Student signature _____

PARENT OR GUARDIAN INFORMATION:

Parent/Guardian Signature

Print Parent/Gaurdian Name

In case of an emergency, I can be reached at:

Daytime Telephone Number

Evening Telephone Number

For school record keeping:

PAYMENT #1

DUE NOV 18th

PAYMENT #2

DUE FEB 2nd

\$170 - or – \$340 (Full)

\$170 (Final)

Check Number _____

Check Number _____

West Essex Regional School District Medical Information

Please complete
and submit by
Feb 3rd

Dear Parents/Guardians:

In order to meet your child's medical needs during the trip to Washington, D.C., on March 29 through March 30, it is required that the following information be provided.

I understand that if my child must take medication, a required form is to be completed. This includes all over-the-counter (non prescription) medicine. All medications must be in their original containers, and prescription medications in the labeled prescription bottle. Rules regarding administration of medications can be found on **Page 3** of the student handbook and must be adhered to. All medications will be delivered to the Nurse's Office the day **before** the trip.

*In the event of an emergency, 911 will be called and the student will be transported to the nearest medial facility.

I/we, the undersigned, parent (s) or legal guardian(s) of:

_____ **(Student's name----please print)**

do hereby authorize West Essex Middle School Nurse/Administration Staff, to whom we have entrusted the care of this minor from March 29-30 consent to any necessary emergency medical or surgical treatment, or any required diagnostic tests, in the event I/we cannot be contacted.

Signature of Parent/Guardian

Date

Emergency Phone Numbers

Phone # 1 _____

Name _____

Relationship to student _____

Phone # 2 _____

Name _____

Relationship to student _____

Phone# 3 _____

Name _____

Relationship to student _____

Authorization for Medical Treatment

Please complete
and submit by
NOV 18th

Dear Parent or Guardian,

While your child is attending the Washington DC excursion, he/she may need medical attention. To avoid delay in obtaining your consent, to make clear your choice physician and provide other information about your child's needs, please fill out this form and sign it. This form should be left with the person or institution that will be in charge of your child. This authorization will be effective if the School Nurse or person in charge is unable to reach the parents or guardians.

I (We) _____
(parent(s)/guardian(s))

(city) (county) (state) (zip)

(home phone) (business phone)

do hereby state that I am/we are the parent(s)/guardian(s) having legal custody of:

(child's name)

as a minor child, age _____, born on: _____

who resides with me at _____
(address)

If I/we can not be reached, I/we authorize the following person to authorize medical

services for my child: Mr. David B. Montgomery, Principal

an adult who works at West Essex Regional Middle School
in the city of North Caldwell, County of Essex, State of New Jersey, to consent to any X-ray examination, anesthetic, medical or surgical diagnosis or treatment, and hospital care to be rendered to the minor, at a recognized medical facility, under the general or special supervision of a licensed physician or surgeon.

This authorization will expire on the 31st day of March, 2012

(parent(s)/guardian(s) signature)