

RAYMOND HIGH SCHOOL
"Home of the Rams"

Steven Woodward, M.Ed.
Principal

Peter Weaver, M. Ed.
Assistant Principal

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September 5, 2017

Enclosed is the packet of information as well as the overnight trip form EAAF-R* for the proposed Waterville Valley Leadership Conference for the RHS Student Council. As in the past ten years, we hope to attend the state leadership conference in November. This is an opportunity for our Council members to meet with about 250 other student leaders from around the state, participate in leadership activities and programs, listen to national-level leadership consultants, and to contribute to statewide community service programs. The experience has been invaluable for past participants.

If you would like me to bring Student Council members to a school board meeting for a presentation, I would be happy to do so. You will note that I must have deposits to the New Hampshire Association of Student Councils in mid-October, so time is fairly tight. If you are satisfied foregoing a presentation but have questions, please don't hesitate to contact me.

I look forward to hearing from you soon with the Board's approval for our trip.

Thank you,



Elizabeth Koch
RHS Student Council Adviser

cc: Dr. McCoy, Steven Woodward



NH ASSOCIATION OF STUDENT COUNCILS
STATE CONFERENCE
WATERVILLE VALLEY, NH
NOVEMBER 9-10, 2017

Raymond High School Student Council
Information Packet



- Please read everything carefully with your parent/guardian.
- Sign all appropriate forms.
- Make a check payable to RHS Student Council for \$160.00.
- Return all forms and your check to Ms. Koch

NO LATER THAN OCTOBER 16, 2017

(You should make your \$20 deposit ASAP to reserve your spot)



September 5, 2017

I am very pleased to give you information regarding the New Hampshire Association of Student Councils' Annual Leadership Conference in Waterville Valley, New Hampshire on November 9-10, 2017.

Please share the information in this packet with your parents/guardians and be sure you are clear on all the expectations, responsibilities, and deadlines. If there is something not addressed here, please contact me at once. If any of the details change, I will notify you as soon as possible.

We have been very fortunate to be able to attend the Waterville Valley Conference for the past eleven years. This event is not mandatory, but I strongly encourage you all to attend; the NHASC is allowing at least 16 students (perhaps more) from each school, so we are limited in the number of members who can attend.

The conference will include presentations by two nationally-recognized guest speakers as well as local and regional representatives of leadership organizations. In addition to leadership presentations, students will participate in: team-building activities; networking opportunities with other student council members from all over New Hampshire; opportunities to share and learn about community service and fundraising projects; and small- and large-group experiences with a variety of focus points. The conference includes a keynote address and a secondary address by national adult experts in leadership; we will also have a formal dinner on Friday night, followed by a dance social at the conference center.

This experience is a very valuable one in many ways. If you haven't attended the conference in the past, I encourage you to talk to someone who has. Students always return feeling empowered, energized, and equipped with new ideas and a sense of connectedness to other schools around the state; students always look forward to repeating the experience each year they are on Council.

This is an overnight trip, and it cannot be stressed enough that we expect everyone to be on their best behavior as representatives of Raymond High School. Participants are taking on a burden of great personal responsibility. It should go without saying that all school rules and policies will be strictly enforced for the duration of the trip. Mr. Koch and I will chaperone the trip, and will be responsible for your excellent behavior for the duration of the conference. There is also a lot of oversight by the coordinators of the conference as well as other advisors and chaperones. As you will see from the packet from the NHASC, students are held to a high standard of behavior by the state organization, and certainly no less so by your own chaperones. We have always been proud of the Raymond students we have taken on this trip, and expect to continue this tradition of exemplary student conduct.

The conference is being held at the Black Bear Lodge in Waterville, NH. Students will stay overnight in the lodge, with four students per suite (I will do my best to accommodate your request for roommates). Chaperones will stay in adjacent rooms, where we will be only seconds away from you at every moment! The term "suite" here does not imply room service and Jacuzzis; the facility is a bit more rustic (hence, the name "lodge"), with a small kitchen area, a bathroom, a dining area/living room with a futon or Murphy bed, and a bedroom dividable into two areas, with two beds in each. The lodge is a five-minute walk to the actual conference center where all conference events are held, and generous meals and snacks are served throughout the event. Once students arrive and drop their luggage, they are all escorted to the conference center, where they will stay for the day's activities. Participants will continue to move as a group to and from the lodge as necessary, always under adult supervision.

We will be sharing a bus with other area high schools as we have done in the past, and will therefore share the burden of transportation. Still, the bus fees are considerable, and a small portion of this fee has been included, though school funds will pay for the bulk of our transport cost.

The actual cost to each student, including meals, lodging, transportation, and all fees has not increased in the past six years; it is a very reasonable \$160. Food, conference materials, conference shirts, and other goodies are all included. There is a small local package store on the conference center grounds, so if you find yourself in the unlikely need of even more food than that provided, you will have a brief opportunity in the afternoon to foray through their store. Beyond a few dollars for the local snack shack, you won't need money. Under separate cover is more information from the organizers of the event. I will also meet with those who are attending after registration is complete. At that time, we will work out the finer details and rules.

If you would like to attend this event, you **MUST** fill out all of the attached forms and submit them to me with a non-refundable deposit of \$20 (made out to *RHS Student Council*) as soon as possible; we have a limited number of spots reserved for our Council, and they will be available on a first-come/first-served basis, based on receipt of deposits and all completed paperwork. The balance of the \$160 fee is due **ABSOLUTELY NO LATER THAN WEDNESDAY, OCTOBER 12. Do not forget your payment, or I cannot get you on the list!** If you really want to go but the fee presents a legitimate problem for your family, please see me privately.

Finally, if your parents have questions or concerns, please ask them to email me at: l.koch@sau33.com.

I absolutely cannot get you on the list without paperwork and money – there are **no exceptions!!** I hope to see you all there!

Ms. Koch

WATERVILLE VALLEY GENERAL SCHEDULE: 2017

WEDNESDAY, NOVEMBER 8TH

2:00pm packed luggage due at school to be checked and held overnight

THURSDAY, NOVEMBER 9TH

7:00am Depart from Raymond (Hannaford parking lot)

9:00am arrive at Waterville Valley Conference Center; luggage drop-off; registration

10:00 – 12:00 welcome; group activities; keynote speaker

12:00 – 1:00 group lunch & social

1:00 – 3:30 presentations; team-building activities; community service project

3:30 – 6:30 R & R; networking time; pool time; shower and get ready for dinner

7:00 – 8:30 formal dinner banquet and awards presentations

8:30 – 10:30 dance social at the conference center

10:30 – 11:00 candlelight leadership ceremony & return to the lodge

11:00 – 12:00 supervised social time

12:00 – 12:30 school meetings with full council

12:30am lights out

FRIDAY, NOVEMBER 10TH

7:30 – 9:00 breakfast at the conference center

9:00 – 10:30 general session with all students

10:30 – 10:45 Southern NH Region meeting

10:45 – 11:30 say goodbyes and hit the road

1:30pm (approximately) return to Raymond

**Raymond School District, SAU 33
FIELD TRIP PERMISSION SLIP (Overnight)
Raymond High School
ACKNOWLEDGEMENT OF WARNING AND CONSENT AGREEMENT**

I/We, _____ am/are the parent(s) or guardian(s)
of _____, a student, who desires to participate in the following
school activity: **NH Association of Student Councils' Annual Leadership Convention**

Date of Event: November 9-10, 2017 Cost to Student: \$ 160.00
Rain Date: N/A
Departure Time: 7am on November 9 Return Time: 2:00pm on November 10
Teacher(s) in charge: Liz & Tom Koch

Lunch Arrangements: Meals provided on site; included in conference fees

I/We acknowledge that I/we have been informed as to the nature of the activity, and that this activity has risks of injury associated for those who participate, including transportation from and to the school campus. Although the school staff will endeavor to provide each participant with due care, the school cannot ensure that my/our child will remain free of injury. If the returning time is after school hours, I will be responsible for my child's transportation home from the school. Students will not drive.

I/We understand the school cannot ensure the safety for children and that the school's obligation is to take reasonable precautions for safety and well being. Our child also has a responsibility for his/her safety and the safety of others.

I/We acknowledge that I/we must provide the staff with any medical or other information which I/we feel is important for the school to know about our son/daughter. This information must be kept confidential. I/We will provide medical and any other information on our child prior to the start of this activity. The School district will rely on me/us to provide this additional information.

I/We acknowledge that in an emergency the school will make every effort to contact one of us. In the event the school is unable to do so, I/we authorize any medical treatment deemed necessary by a physician, hospital or other health care provider be provided to my/our child. I/We also give permission for the transport of my/our child to/from a doctor and/or hospital by an ambulance.

I/We acknowledge my/our child must adhere to all rules, regulations, and instructions pertaining to the safety and protection of the participants, and that failure to comply could exclude my/our child from participation in this activity.

I do hereby release the Raymond School District, its agents and employees, from any and all liability and claim either we or my child may suffer as a result of participation in this trip.

Parent(s) or Guardian(s) Signature

Date

Address: _____

Telephone: Home/Cell _____

Telephone: Work _____

Instructions:

1. Please read entire form. If there is anything about this form or the described activity that you do not understand, do not sign the form until you have obtained a complete explanation.
2. Fill in all the blanks.
3. If you have more than one child participating, complete one form per child

May 2015

Raymond School District, SAU 33 FIELD TRIP PROPOSAL FORM

**COMPLETE THIS FORM PRIOR TO MAKING ARRANGEMENTS WITH STUDENTS;
FORM MUST BE SIGNED BY ALL PARTIES BEFORE TRIP IS OFFICIALLY APPROVED.**

SCHOOL: Raymond High School

FIELD TRIP DESTINATION: NHASC Leadership Convention City/State: Waterville Valley, NH

PURPOSE OF TRIP (objectives): Students to attend conference with other student leaders from NH

DATE OF TRIP: November 9-10, 2017 Rain Date (optional): N/A

FACULTY COORDINATORS(S) (*print*): Elizabeth Koch

Departure time: 7am on 11/9 Return time: 2pm on 11/10

Estimated number of students attending: 16 Number of faculty/staff chaperones: 2

Number of First Aid & CPR certified: 2

Lunch arrangements: bag lunch _____ pre-scheduled stop _____ provided on-site XX other _____

Coordinator's signature: _____ Today's date: Sept. 1, 2017

ADMISSION FEE: 160.00 per student x 16 students = \$ 2560.00

160.00 per chaperone x 2 chaperones = \$ 320.00

TRANSPORTATION COSTS: Est. number round-trip miles: 175 @ \$2.25/mile = \$ 393.75*

Driver waiting time (hours) 3 @ \$25.25/hour = \$ 75.75*

TOTAL COST OF TRIP \$ 3349.50 (minimum cost of trip \$70.00) \$ 3349.50

Cost to each student (to be collected by coordinator) \$ 160.00

Cost to district (**only** with administration approval) \$300.00

**Chaperone costs are covered by Student Council funds. Transportation costs to be shared with other school districts; historically this amounts to approximately \$300 - \$350*

APPROVALS FROM THE FOLLOWING ARE REQUIRED: ONCE APPROVALS ARE MADE, FORM IS RETURNED TO TRIP COORDINATOR

Form received by building principal: Signed _____ date: _____

Secretary schedules class coverage: Signed: _____ date: _____

Bus arrangements by secretary: Signed: _____ date: _____

SAU approval: Signed: _____ date: _____

Field Trip Information

Raymond High School Student Council

EVENT: NH Association of Student Councils' Annual State Conference

LOCATION: Waterville Valley, New Hampshire

DATE: November 9 – 10, 2017

TIME LEAVING: Nov. 9 @ 7:00am

TIME RETURNING: Nov. 10 @ 2:00pm

MEAL ARRANGEMENTS: Provided at the conference

TOTAL COST PER STUDENT: \$160.00

PERMISSION SLIP & \$160 DUE BY: Monday, October 16, 2017

Checks payable to: *RHS Student Council*

TURN IN FORM AND PAYMENT TO: Advisor Elizabeth Koch @ RHS

QUESTIONS: l.koch@sau33.com

SPECIAL INSTRUCTIONS: Please read all attached information for details on this trip before signing this form. Your signature is your acknowledgement that you have read and understand the details of this overnight trip.



Field Trip Permission Form
Raymond High School Student Council



My son/daughter, _____, has permission to
please print child's name

attend the NH Association of Student Councils' Annual State Conference in Waterville, New Hampshire on November 9-10, 2017. I understand this is an overnight trip. I have read all the accompanying information regarding the trip. My signature below is my acknowledgement and agreement to the terms of this trip. Enclosed is payment of \$160. I understand that my payment is nonrefundable if my child should cancel after October 16, 2017.

parent/guardian signature *date*

In case of an emergency, the following contact information should be used:

Parent/guardian name: _____

Phone number(s) where you can be reached (please indicate times):

Alternate emergency contact: _____

Phone number where this person can be reached: _____

List any medical conditions or concerns we should be aware of: _____

List all medications your child will need while on this trip (please note that Ms. Koch will be required to keep and administer any prescription medications).

Insurance carrier: _____

Member / Group Insurance #: _____

Insurance subscriber (parent/guardian): _____

In the unlikely event of an emergency, every effort will be made to contact you immediately. Also, I will provide you with my personal cell phone number a few days before the trip so that you can contact me in the case of an emergency at home.

Liz Koch