

April 11th-14th



The Wooster High School  
Instrumental Music  
Department

NEW YORK CITY

2002

Wooster High School  
Instrumental Music Department



# New York City



## Trip Handbook

New York, New York  
April 11-14, 2002

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# From The Principal



Dear Band and Orchestra Members,

I am envious of your trip to New York City! Being a member of the superior Wooster Band and Orchestra has provided you with lifelong experiences and memories. The entire Wooster community is proud of you. In my over 30 years of education, I have never witnessed such a comprehensive and outstanding quality of musical leadership and performance that exists at Wooster High School.

You will have yet other opportunities and experiences that most students across this nation will never have on your current trip to New York City. You will take workshops with Julliard professors as well as Broadway musicians, composers and conductors. That is incredible! The fact that you will have these opportunities while still in high school could provide a motivation for you to seriously consider music as a career. Among other experiences on your trip you will also perform the *Star Spangled Banner* and *O' Canada* before a baseball game between the New York Mets and the Montreal Expos. (*Be sure to tell Robbie Alomar that we miss him in Cleveland.*)

While you are traveling, remember your roles as good will ambassadors from Wooster. Not only are you members of the Wooster Band and Orchestra, but also citizens of Wooster High School and the City of Wooster. Please act responsibly and safely. Do not get separated from the rest of your assigned group and realize that you are in an unfamiliar environment. Keep track of time and the established itinerary.

Again, the citizens of Wooster are proud of you! Few events in life develop maturity faster than travel. You will have opportunities to experience a world larger than your own. Take full advantage of these opportunities while on this trip, and use them to enable you to grow both in independence as well as with a greater appreciation of music.

Have a great trip!

Sincerely,

*Dr. Jackson*



## From The Director



Dear Students,

What a great opportunity we have in a trip such as this. You will have some unforgettable experiences in one of the greatest cities in the world, New York! I am very confident in your abilities and extremely proud of all of you. I'm so excited that you will get the chance to show so many others how talented you are. No matter what, please relax and enjoy yourself. You deserve an opportunity like this, so take advantage of every minute. The memories of this trip will be with you for a lifetime.

Because we will spend much of our trip in one of the largest cities in the world, it will be very important for you to be extremely conscious of where you are asked to be and when. Your safety and enjoyment are of primary concern. Please give the chaperones that have volunteered their time and money for our trip the respect they deserve. In short, just use your head.

Many people have made sacrifices so that you may take advantage of this opportunity. Please remember that you are representing not only Wooster High School, but the city of Wooster *and* the state of Ohio. Your fine musicianship will surely come through; make sure that your attention to professionalism does as well.

Congratulations and good luck!



Sincerely,

*Mr. Adams*

# General Information



## Participating WHS Organizations

Wooster High School String Orchestra

Dan Adams, *Director*

WHS Symphonic, Concert, Freshman, & Marching Bands

Dan Adams, Doug Bennett, Kelly Mollnow, *Directors*

Wooster High School Flag Corps & Majorettes

Sheri Holman, *Advisor*

## Important Addresses & Phone #'s

### Tour Coordinator

Noteworthy Tours, Inc.

PO Box 1665

Sandusky, Ohio 44871-1665

1-800-323-2331

Fax: (419) 627-9603

*note1dlavy@aol.com*

### Go Online To Get Up-to-date Trip Information

*<http://www.whsmusic.nvi.net/trips.htm>*

### Hotel

Dubletree Club Suites

455 Washington Blvd.

Jersey City, NJ 07310

201-499-2400

### Transportation

SBS Transit, Inc.

3747 Colorado Ave.

Lorain, OH 44054-2505

800-548-5304

### Local Radio Station

WQKT ~ Wooster

FM 104.5

*Will announce arrival time.*

### Wooster High School

515 Oldman Road

Wooster, Ohio 44691

330-345-8602

*(Music Office)*

# **General Information *continued***

## **Participating Students** *(and bus number)*

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228 Students

## **General Information *continued***

### **Chaperones (and bus number)**

## **New York City Information**

### ***Empire State Building***



*The grand-daddy of all skyscrapers and now a National Historic Landmark, the Empire State Building, with its central Manhattan location, offers the best views of New York City.*

*Still one of the world's tallest buildings, this New York icon was completed in 1931 — a time when horses were still a major source of power on the construction site. Its famous Art Deco spire, visible throughout much of New York, is immortalized in countless movies, including King Kong and Sleepless In Seattle.*

*We will go to the top of the Empire State Building our first night in New York.*

### ***American Museum of Natural History***

*One of the greatest natural history museums in the world, with hundreds of exhibits, including:*

- The dinosaur halls*
- Hall of Biodiversity*
- Hall of African Mammals*
- Hall of Planet Earth*
- New Rose Center for Earth and Space*



## General Information *continued*



## New York City Information *continued*

### *Liberty Island and Ellis Island*



*The Statue of Liberty has for decades been one of the nation's leading attractions. People from all over the world have come to see her, the very symbol of America.*

*Ellis Island was the gateway for more than half of the immigrants entering the U.S. between 1892 and 1924. Closed to public tours in 1984, it was reopened in 1990, following a \$160 million restoration.*

### **Broadway!**

*Production of Oklahoma!*

*This Broadway musical won an Academy Award in 1955 for the Best Scoring of a Musical Picture and Best Sounding Recording. It was the first Rodgers & Hammerstein collaboration, starting the most successful creative partnership in the history of musical theatre.*



### **Shea Stadium**

*Here we will play the American and Canadian National Anthems for the Mets vs. Expos.*

*Shea served as a relief center after the terrorist attacks of 9/11. Gate areas were filled with food, supplies and makeshift lodging for the massive rescue effort. On September 21, the Mets made a star-spangled return against the Braves. 41,275 fans attended the symbolic comeback for New York and its citizens.*



# Itinerary



## Thursday, April 11

Check-in: WHS B136

Load buses (*instruments under buses first*).

Depart WHS for New York City.

\$ Lunch stop en route ~ (45 min.).

\$ Dinner stop en route ~ (45 min.).

Arrive at Empire State Building.

Depart for **Doubletree Club Suites**, Jersey City.

Check in, unload.

Curfew. In rooms, doors locked.

Lights out.

## Friday, April 12

Breakfast in hotel for 1st group (*wear uniform*):

Bus 1, 2, and 3 (Gralinski, Pycraft, Ackeret).

Breakfast in hotel for 2nd group (*wear uniform*):

Bus 4, 5, and 3 (Catanzarite, Crabtrees, Wilson).

FB, SB, Flags/Maj. attend Clinics (10-Noon)

CB, OR visit Amer. Museum of Natural History.

\$10 provided for lunch at museum. (until 12:45)

CB, OR attend Clinics (2-4:00)

FB, SB, Flags/Maj. visit Amer. Museum of

Natural History. \$10 for lunch at museum.

Depart to **Shea Stadium** for performance.

Performance of National Anthems at Mets game.

Stay for baseball game.

\$ Dinner at concessions in ball park.

Return to hotel. Lights out upon arrival.

# Itinerary *continued*

## Saturday, April 13

Breakfast in hotel for 2nd group:

Bus 4, 5, and 3 (Catanzarite, Crabtrees, Wilson).

Breakfast in hotel for 1st group:

Bus 1, 2, and 3 (Gralinski, Pycraft, Ackeret).

Depart to **Liberty State Park** for ferry to  
**Ellis Island** and **Liberty Island**.

\$ Lunch on your own at cafes on either island.

Return to Liberty State Park.

Depart to hotel to change clothes for evening.

Depart to **Planet Hollywood** in Times Square.

Dinner at Planet Hollywood.

Depart to Gershwin Theatre.

Production of *Oklahoma!*

Depart to hotel. Lights out upon arrival.

## Sunday, April 14

Breakfast in hotel for 1st group:

Bus 1, 2, and 3 (Gralinski, Pycraft, Ackeret).

Breakfast in hotel for 2nd group:

Bus 4, 5, and 3 (Catanzarite, Crabtrees, Wilson).

Check out of hotel. Load buses.

Depart for Wooster.

\$ Lunch stop en route ~ (45 min.).

\$ Dinner stop en route ~ (45 min.).

Arrive at Wooster High School.

*\*Parents: Please do **not** park behind school.*

Unload, pack up instruments and equipment.

# General Guidelines



1. The Wooster High School policies for student conduct (*see WHS Student Handbook*) and the WHS Music Department policies (*see WHS Band/Orchestra Handbooks*) are in effect **at all times**.
2. There will be absolutely no smoking at any time. Students found smoking will face immediate disciplinary action as well as suspension upon return to WHS.
3. There will be absolutely no drinking of alcoholic beverages or drug use at any time. Drinking or drug use will result in that student's parents being contacted and said student being sent home on the first available transportation **at their own expense**. The student will also face suspension upon return to WHS.
4. Students are responsible for all school work missed as a result of the trip. It is **up to you** to make arrangements with your teachers concerning assignments and tests.
5. Students will attend **all meals** and will participate in **all activities**.
6. In case of any emergency, contact a director or chaperone immediately. Do not hesitate.
7. All students are responsible for knowing the scheduled times of all events, rehearsals, departures, etc. Take your handbook with you.
8. When checking in with a chaperone at report times, *you must be seen* to be accounted for. Don't ask a friend to check in for you.
9. Do not separate from the group at any time. When free time is scheduled, always travel in groups of at least four. The larger the number of people together, the better.
10. Always practice good citizenship. Be aware of the fact that you are representing not only yourselves, your families, and the music department, but also Wooster High School and Wooster, Ohio.
11. Students are responsible for reading and following all guidelines as established in the trip handbook. Return the Pledge Form promptly.

# Special Information



## Bus Travel

1. All students and chaperones will adhere to the same bus assignment for the duration of the trip.
2. Radios, Walkmans, etc. may only be used *with headphones*. Remember, you are responsible for equipment such as these on the trip.
3. You are responsible for keeping the bus clean. Food and beverages are allowed but may be disallowed if they are not handled responsibly. No coolers are allowed, so keep food and beverages to a minimum.
4. Stay in your seat while the bus is moving unless instructed otherwise by a chaperone or bus driver.
5. Please use bus restrooms only for “emergencies”. Plan to use the facilities at various stops on the way and before departures.
6. Keep noise on the bus to a reasonable level so as not to disturb the driver of the bus and those around you.
7. Before entering the bus, check in with your assigned chaperone.
8. All movies must carry less than an R rating. Movie selection will be subject to approval by bus captains.
9. Our approximate arrival time in Wooster will be broadcast on WQKT FM 104.5 on the day we return ~ about 1 1/2 hours before estimated arrival.

## Luggage

1. Everyone is permitted one *medium* size suitcase and one *small* carry-on travel bag (*able to fit under the seat in front of you*).
2. **Your suitcase** will be transported in the lower compartment of **one of the buses** and will not be available to you during travel. Keep any items you will need during the bus ride in your carry-on bag. The bottom of the bus may not be accessed when we arrive.

# Special Information *continued*

## Luggage *continued*

3. All luggage must be marked clearly with your name and “**Wooster High School, Wooster, Ohio**” on the outside. Put your name, address, and phone number on the inside of the luggage.
4. Your luggage is your responsibility at all times. You are responsible for leaving and picking up your suitcase at the proper loading and unloading areas outside the buses (*see Loading, pg. 16*).
5. Luggage will be loaded after all instruments have been loaded on the correct buses. Suitcases will be placed on any of the 5 buses where there is room. In other words, suitcases will be the last to be loaded and the first to be unloaded.



## What To Bring

1. **Clothing**
  - A. Watch the weather channel ahead of time for ideas on what clothes to bring. Check itinerary for appropriate dress.
  - B. No old, ragged jeans, etc., or T-shirts with imprintings of bad taste are to be worn. A chaperone or director will ask you to change if these items are worn.
  - C. All "uniform" parts, including socks, shoes, etc. This is discussed more thoroughly under *Uniforms*.
  - D. Please look your best at all times. Just remember that you are an “ambassador” for our community and your common sense will come through.
2. **Toiletries**
  - A. Toothbrush, toothpaste, shampoo, deodorant, etc.

# Special Information *continued*

## What To Bring *continued*

3. **Hair dryer**
  - A. Arrange with your roommates so you'll only need one hair-dryer per room.
4. **Alarm Clock**
5. **Camera** (*disposables work great on trips like this*).

## Uniform

1. **All Students:**
  - New Blue WHS Music Shirt. (*tucked in*)
  - Tan Khaki Pants
  - White Sneakers
  - Smile :-)
2. Your “uniform” will be worn all day the day of the clinic sessions and performance at the Mets game.
3. Flags and Majorettes should bring a change of sweats or shorts for the clinic along with comfortable sneakers. You will have a chance to change clothes at the clinic location.
4. When *in* uniform, students must wear the *full* uniform. If we need jackets for the cool evening weather of the baseball game, we will put them on after the performance.
5. There are some shirts available for students who may still need one.



# Special Information *continued*

## Medical

1. All students must have an **updated** Emergency Medical Form on file with the music department.
2. The directors must be notified in writing prior to departure of any special medical concerns, including information on medications.
3. Emergency Medical Forms (EMF) for each student will be taken on the trip. Directors will have copies of all students' EMF's. Each bus will have a copy of the EMF's for students on that bus. Each chaperone will carry a copy of the EMF's for all their assigned students.
4. Miss Mollnow and Mrs. Holman will hold prescription medications for all students for whom there is a need. Specific medical concerns should be brought to the directors' attention as soon as possible prior to the trip. Please obtain a form from the music office to be completed by your physician allowing for the administration of ***prescription*** medications.
5. Notify your chaperone if you are not feeling well. In the case of a medical emergency, notify a director immediately.
6. Please eat intelligently at all meals. You will need to keep up your energy to meet the hectic schedule. Eat something at every meal, even if you don't feel particularly hungry.



# Special Information *continued*

## Music

1. Representatives from each ensemble will be responsible for the transport of music for the clinic sessions:

OR: Hanna Bridger    FB: Kay Bihn    CB: Brennen McConnell    SB: Kevin Deily

2. Check to see that *all* music we will play is in your folder prior to the final rehearsal before departure.

3. **The National Anthems** must be memorized prior to departure.

## Money

1. You will need to bring money (*approx. \$40-\$50*)\* for the following *meals not included* in the regular trip package (look for \$ in *Itinerary*):

Thursday: Lunch en route to NYC (*fast food \$5*).

Dinner en route to NYC (*fast food \$5*).

Friday: Dinner at Shea Stadium (*concessions \$10*).

Saturday: Lunch at Ellis or Liberty Island (*\$10*).

Sunday: Lunch en route to Wooster (*fast food \$5*).

Dinner en route to Wooster (*fast food \$5*).

2.\* Each person should decide how much money you will want to spend on such items as snacks, souvenirs, etc. Refer to the itinerary to see where you might want to spend money in this way.

3. Purses are discouraged.

4. Do not leave money in your hotel room or left unattended.

## Instruments and Equipment

1. Be sure your instrument is in good playing condition prior to departure.

2. Double check for flags, batons, mutes, mouthpieces, oils, extra reeds, extra strings, etc. before we leave.

# Special Information *continued*

## Instruments and Equipment *continued*

3. All instrument cases must be marked clearly with your name and “*Wooster High School, Wooster, Ohio*” on the outside. Put your name, address, and phone number on the inside of the instrument case.
4. Percussion section leaders should make sure that all trap cases and any other percussion items transported are marked clearly with the above information. Double check that all mallets, sticks, and auxiliary instruments are packed and loaded.
5. All violins and violas will be go in the overhead compartments.
6. All other instruments and equipment will go in the compartments underneath the buses. Instruments will be the first items loaded. They must go under the buses as follows:  
#1: SB Instruments    #2: CB Instruments    #3: “*MB ONLY*” Instruments & Flags  
#4: FB Instruments    #5: OR Instruments
7. Your instrument(s)/equipment are your responsibility at all times.
8. The string bass and cellos will be transported in empty seats at the back of buses #4 & #5. Please take care with exactly how you place the instruments. This will be explained by Mr. Adams.

## Loading

1. There will be a crew of 18 people who will serve on the Loading & Unloading Crew:
2. Luggage will be loaded after all instruments have been loaded on the correct buses. Suitcases will be placed on any of the 5 buses where there is room. In other words, suitcases will be the last to be loaded and the first to be unloaded.
3. Instruments get loaded first. They must go under buses as follows:  
#1: SB Instruments    #2: CB Instruments    #3: “*MB ONLY*” Instruments & Flags  
#4: FB Instruments    #5: OR Instruments

## Special Information *continued*

### Loading *continued*

4. Keep your eye on your bag/instrument and *see* that they're loaded. When we unload, the unloading crew will set it next to the bus.
5. Remember that any items loaded underneath the buses will not be available during travel, so plan ahead.

### Hotel Information

1. Students may not leave the hotel without a chaperone.
2. There will be one key available to students for each room. One person will be assigned by the directors to be responsible for the key (*see rooming list*). Chaperones will also hold a key for the rooms in their charge. **Chaperones will pick-up and distribute the keys.**
3. Please do not take any “souvenirs” from your room, such as ashtrays, towels, etc. The hotel will contact the school with a list of expenses from each room. Students in the room will cover these costs. Occupants will be billed for any damages in their rooms.
4. No boys in girls’ rooms, or vice versa, unless all doors are open. You will be asked to close your doors if the noise level rises.
5. Please do not use the telephone in your room except for room to room calls. Use pay phones to make any necessary calls. ***Do not place room service or delivery calls of any kind.***
6. It is advised not to bring expensive jewelry, radios, etc. Avoid leaving small valuables in your hotel room while away for the day.
7. Everyone ***in their own rooms*** by curfew; ***doors shut and locked***. Directors reserve the right to change room assignments.
8. Any students out of their sleeping quarters after lights out will be ***sent home on the next available transportation at their own expense.***

# Chaperone Information



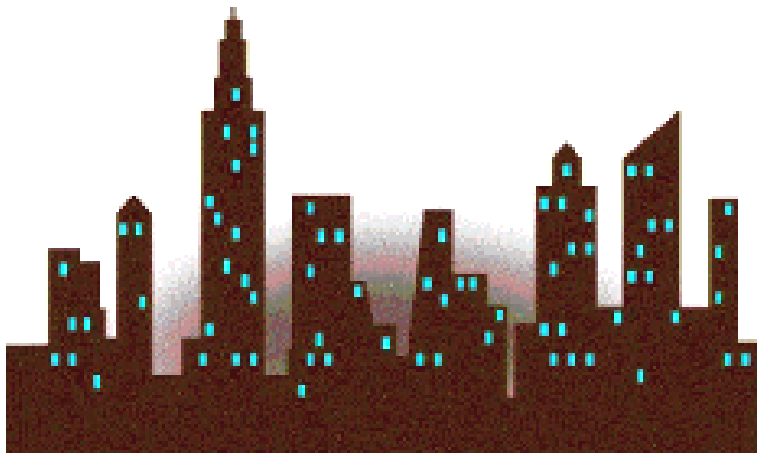
## General Information

1. Each chaperone will be assigned up to eight students. You will hold a key for each room you are assigned.
2. Check attendance of your student group at all meeting times and bus departures. It may be helpful to use the chart on page 28.
3. One chaperone will be designated as bus captain. This person will report on the status of bus attendance and will handle the EMF bundle for the entire bus (*refer to Bus & Room Assignments*).
4. When checking-off students after bus stops, wait outside the bus and make visual contact with each of your assigned students as they enter the bus. Please do not rely on second-hand information on whether or not a student is present at *any* check-in.
5. Make room and curfew checks as scheduled on the itinerary. When checking rooms, you have the right and responsibility to enter a room and check all parts of the room if necessary, including bags/containers.
6. Please bring this handbook with you. It contains important information that you will want to utilize throughout the trip.
7. A rotating “night watch” of chaperones will be established by Mrs. Holman for after lights-out each night.
8. If you have what you consider to be a problem concerning a student, please bring it to the attention of a director as soon as possible.
9. Please help to remind students of upcoming events, activities, appropriate dress, monies needed, etc.
10. Check student rooms at check-out for any forgotten items.
11. Carry the EMF’s for each of your assigned students.

# Chaperone Information *continued*

## Specific Information

1. Mrs. Holman will organize the “night watch” for each night at the hotel.
2. Mrs. Adams and Miss Mollnow will coordinate all housing at the hotel. They will provide room assignments to the chaperones and the music staff and will collect and distribute (*to chaperones and directors*) all room keys at check-in and check-out. There are two keys per room. One is for the students; you hold the other key at all times.
3. Miss Mollnow and Mrs. Holman will hold prescription medications for all students for whom there is a need. Specific medical concerns should be brought to the directors’ attention as soon as possible prior to the trip. Please obtain a form from the music office to be completed by your physician allowing for the administration of *prescription* medications.
4. Mrs. Adams will coordinate the check-in of students and chaperones on Thursday morning. Check-in Helpers will check-in students and direct them to their assigned chaperones (and chaperones to their assigned students).



# Bus & Room Assignments



## Music Staff and Chaperone Room Assignments

*Room No.* \_\_\_\_\_  
Dan Adams  
Diane Adams  
Ben Adams

*Room No.* \_\_\_\_\_  
Doug Bennett

*Room No.* \_\_\_\_\_  
Sheri Holman  
Kelly Mollnow

*Room No.* \_\_\_\_\_  
Daral Jackwood  
Renee Jackwood

*Room No.* \_\_\_\_\_  
Steve Schmid  
Cathy Schmid

*Room No.* \_\_\_\_\_  
Craig Sherman  
Carol Sherman

*Room No.* \_\_\_\_\_  
Valerie Buehler  
Dianne Hange

*Room No.* \_\_\_\_\_  
Robin Ackeret  
Laura Catanzarite  
Darlene Wilson

*Room No.* \_\_\_\_\_  
Judy Leisure  
Barbara Vaughan

*Room No.* \_\_\_\_\_  
Greg Kunkler  
Tom Montelione  
Doug Patton

*Room No.* \_\_\_\_\_  
Lucinda Gill  
Brenda Malcuit

*Room No.* \_\_\_\_\_  
Jerry Packard  
John Tooley

*Room No.* \_\_\_\_\_  
Bill Adams  
Bonnie Adams

*Room No.* \_\_\_\_\_  
Herb Broda  
Janet Broda

*Room No.* \_\_\_\_\_  
Clyde Crabtree  
Paula Crabtree

*Room No.* \_\_\_\_\_  
April Bresson  
Connie Kincaid

*Room No.* \_\_\_\_\_  
Peggy Galinski  
Beth Pycraft

*Room No.* \_\_\_\_\_  
Karen Rodda  
Brenda Schwinn

*Room No.* \_\_\_\_\_  
Jeri Fickes  
Roni Mellon  
Mary Jo Starr

*Room No.* \_\_\_\_\_  
Mary Ann Frantz  
Anita Mykrantz  
Cindy Nolt

# Bus & Room Assignments



## Student Bus and Room Assignments

**Bus #1**

Mr. Adams Mrs. Adams Ben Adams	
<i>Total on Bus</i>	<b>55</b>

↔ *responsible for room key*

Bus Captain: *Mrs. Rodda*

# Bus & Room Assignments *continued*

<b>Bus #2</b>
---------------

↔ *responsible for room key*

<i>Total on Bus</i>	<b>55</b>
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Bus Captain: *Mr. Tooley*

# Bus & Room Assignments *continued*

<b>Bus #3</b>
---------------

↔ *responsible for room key*

Mr. Bennett	
<i>Total on Bus</i>	<b>55</b>

Bus Captain: *Mr. Crabtree*

# Bus & Room Assignments *continued*

<b>Bus #4</b>
---------------

↔ *responsible for room key*

<i>Total on Bus</i>	<b>54</b>
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Bus Captain: *Mrs. B. Adams*

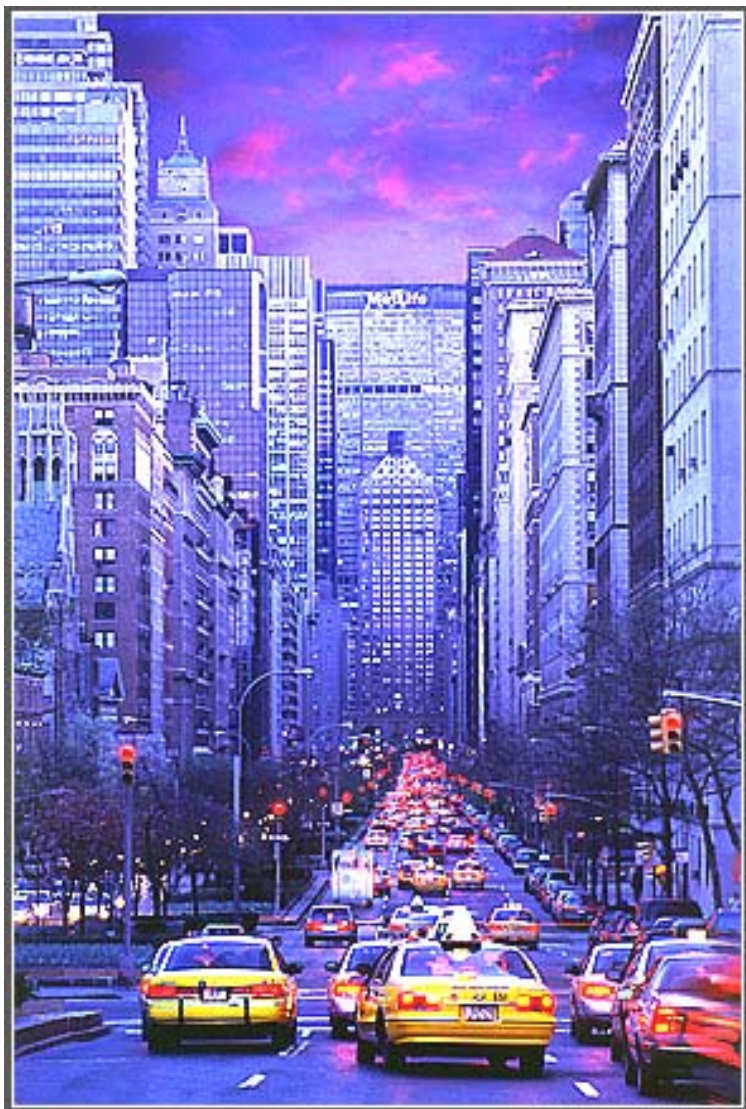
# Bus & Room Assignments *continued*

<b>Bus #5</b>
---------------

Ms. Mollnow	
Mrs. Holman	
<i>Total on Bus</i>	53

↔ *responsible for room key*

Bus Captain: *Mr. Patton*



# Notes



A large, empty rectangular area with rounded corners, intended for writing notes. The area is completely blank and occupies most of the page's vertical space.



Cut along this line and return by March 27th

# Permission and Pledge Form



Return this page to the Music Office by **Wednesday, March 27.**

## Pledge Form

As a member of the Wooster High School Band/Orchestra, I have read and understand the trip handbook and agree to abide by the policies stated therein. These policies are in effect for the Wooster High School Instrumental Music Department's trip to New York City, April 11 through 14, 2002.

If, because of infractions of stated rules or other serious misbehavior, the directors deem it necessary to send me home prior to the close of the trip, my parents and I agree to pay for my immediate return to Wooster without refund of any portion of the trip.

Date \_\_\_\_\_

\_\_\_\_\_  
*signature of student*

\_\_\_\_\_  
*signature of parent or guardian*

## Field Trip Permit

Date \_\_\_\_\_

My child, \_\_\_\_\_ has my permission to travel with the Wooster High School Instrumental Music Department to New York City on April 11 through 14, 2002. It is understood that my child will ride to and from on the bus and is responsible for his/her conduct, and the school will not assume liability.

\_\_\_\_\_  
*signature of parent or guardian*

I can be reached at \_\_\_\_\_ April 11-14.  
*day/night phone no.*