



Southmoore Instrument Arts Program
London Trip Meeting Agenda
March 7, 2023

A. London Trip Timeline	
April 3, 2023 Payment #3 Due	<ul style="list-style-type: none"> ○ Payment #3 - \$740
May 17, 2023 Payment #4 Due No Refund Drop-Dead Date Trip Paperwork	<ul style="list-style-type: none"> ○ Payment #4 - \$740 ○ "Read My Lips, No New Refunds." ~ George HW Buch (maybe a paraphrase?) ○ You must e-mail or call Mr. Mewhorter to cancel trip ○ adammewhorter@mooreschools.com or 405-735-4971 ○ Chaperone Agreement is due for all adults ○ Background check with separate payment is due for all adults (new form coming) ○ Optional Land Only Option must be declared at this time
June 24 – June 30, 2023 Mewhorter London Site Inspection Trip	<ul style="list-style-type: none"> ○ Final Trip Inclusions are discussed and decided ○ Hotel Information Available
August 15, 2023 Payment #5 Due Passport Copy Due	<ul style="list-style-type: none"> ○ Payment #5 - \$740 ○ Passport copy is due ○ Flight Information Collected, (Legal Name, Legal Gender, Passport #, Etc.)
Late August/Early September 2023-24 Band Fee Payments are Due	<ul style="list-style-type: none"> ○ Approximately \$1000 Band Fees (will not be higher than this) ○ Car Wash Fundraiser Requirement ○ Incoming Freshmen Attire = \$100-\$110 ○ London attendees must pay band fees to stay on London trip (business before pleasure) ○ Check out "Band Fee Information" under the resources tab for info about this year's fees. Next year will be almost identical.
October 1, 2023 Final Trip Payment	<ul style="list-style-type: none"> ○ Payment #6 – Plus or Minus \$740 ○ Payment #6, the final payment, may vary, due to any variation in airline, airport, government taxes fees charges and surcharges, currency exchange rates, etc. ○ Rooming Lists Collected
October 19-22, 2023 Marching Band Trip to Indianapolis, IN	<ul style="list-style-type: none"> ○ The Marching Band will travel to Indianapolis to perform in the Bands of America Super Regional. ○ The trip cost is included in the \$1000 band fee. This includes travel and food.
October 30, 2023 Trip Performance Rehearsals Begin	<ul style="list-style-type: none"> ○ The 2023 SHS Marching Band will proceed as normal throughout the season ending with our state championships on October 28, then London preparations will begin. ○ London ensembles will rehearse before and/or after school as needed to adequately prepare for great performances. ○ We anticipate performances in London by our marching band, concert band, and jazz band so there is much work to be done before the instruments are shipped to London.
November 14, 2023 (tentative date) Final Trip Meeting & Chaperone Meeting	<ul style="list-style-type: none"> ○ Final Trip Information Packet will be presented. ○ All the following questions will be answered: what to bring? /what are we doing?/when are doing that stuff?/how does money and electricity work?/and more.... ○ The itinerary will be discussed in detail ○ Any Trip Updates after this meeting will be presented digitally. ○ Trip Adults/Chaperones will meet after the large trip meeting to coordinate duty assignments and logistics.
December 2023 Winter Concerts	<ul style="list-style-type: none"> ○ There will be multiple Winter Concerts as we work to insure students not going to London continue a normal band experience. ○ There will be a concert that includes London ensembles performing the music we will play in London. In 2019, the "Proper Winter Concert" featured London groups and the with the 8th Grade Bands.
December 13, 2023 (tentative date) Equipment Ship Date	<ul style="list-style-type: none"> ○ Instruments and Uniforms are shipped to London ○ Smallest instruments are not shipped to London (flute, clarinets)
December 27, 2023 Departure Date	<ul style="list-style-type: none"> ○ SHS Band Departs for London
In between these dates The Trip	<ul style="list-style-type: none"> ○ Fun things happen in another Country, it will be awesome
January 3, 2024 Return Date	<ul style="list-style-type: none"> ○ SHS Band Returns from London



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B. Documents to review on the London Page

- Making Trip Payments/Charms login information
- Trip Payment Schedule
- Trip Inclusions
- Travelers Insurance
- 2019-20 London trip packet

C. Band Fees

- London attendees must stay paid up on all current and future fees

D. Potential Trip Hiccups Reminders

- Flying in December can cause delays
- Travel is not always perfect – “Smile, adapt and adjust”

E. Charms

- School aged student have a student account
- Travelers who have moved on from High School have a Chaperone Account.
- All trip payments are accessible for viewing in Charms.
 - London payments are under the Trip Ledger
 - All other Band fees are in the Miscellaneous Ledger

F. Trip Communications

- Charms email list for group correspondence
- London trip enrollees and their families are eligible to be a part of our Facebook group. We are using the same group from the 2016 and 2020 trip, so it can currently be another method to preview the trip. We will use the page to send out reminders and send pictures back home while we are in London. Ask permission to join the group “Southmoore Band LNYDP” (we will not create a Band App page)
- We will eventually create a WhatsApp group as we get closer to the trip
- London page at southmooreband.com will have info as well

G. Background Check (NEW FORM COMING!)

- All adults attending the trip must undergo a background check.
- We will not be using the OSBI form but will be transitioning to a new service TBD (hopefully through the school).
- You must do a new background check even if you did one last year as a bus chaperone, however we will not require a third background check for the 2023 marching season
- Background checks are collected now but not processed until December 2023. Do not break the law before the trip (or after).
- Background checks will be due May 17. I will send out information on new process.

H. Passport

- You will turn in a copy of your passport to the band by August 15, 2023
- Check out <https://travel.state.gov/content/travel/en/passports.html> for all passport information
 - You can submit your US passport application at the Norman Main Post Office. The Norman Main Post Office located in at 129 W Gray.
 - Passport Processing Times (per the official website):
 - Routine: 8 to 11 weeks
 - Expedited: 5 to 7 weeks
 - Expedited at Agency Must have international travel within 14 calendar days (DO NOT DO THIS)
 - Call 1-877-487-2778 to make an appointment
 - Check out the Fee Table for costs

I. Chaperone Agreement Form Review

- Remember - being a trip chaperone is fun and allows you to experience the trip with your kid and their friends
- Staci Pruetz, 2016 Trip Chaperone Experiences

J. Land Only Option Information