



Norfolk Public Schools

NATIONALLY RECOGNIZED. GLOBALLY COMPETITIVE.

January 4, 2010

Dear “Alaska Trip” Parents and Guardians,

We are very excited about the upcoming competition trip to Alaska. While this trip has been planned in the exact manner as other orchestra trips in the past, it has been brought to my attention our parents may have not been aware that partial chaperone fees are, and have been in the past, included as part of the trip cost.

As you know, we are required to maintain a specific student to chaperone ratio. In order to supply the proper number of chaperones, we rely on employees of Norfolk Public Schools. We are also thankful for the parents who volunteer their services to chaperone the trip as well.

We are fortunate in that the tour company provides a number of spaces that we utilize for Norfolk Public Schools’ employee chaperones. This does not however, provide for the total number of chaperones needed.

To that end, Norfolk Public Schools employees attend the field trip in the capacity of chaperone. These employees pay a portion of their trip with the remainder of their cost to be covered by the overall trip expenditure. Depending on the total number of chaperones and total number of participants, the cost for student supervision is approximately 3% of each participant’s overall payment.

This procedure of handling chaperones for trips has been used for many years. I have also shared this procedure with leaders in the financial offices in our central administration and have found that Maury High School is in compliance with all policies, procedures, and practices established by Norfolk Public Schools.

Should you have any questions, please feel free to contact Mr. Featherer, Director of Orchestras.

Sincerely,

Dr. Andrea P. Tottosy
Principal

Maury High School
322 Shirley Avenue • Norfolk, Virginia 23517
phone: (757) 628-3344 • fax: (757) 628-3359
Dr. Andrea P. Tottosy, Principal
Lewis H. Hudgins • Rodney L. Mangum • Carrie G. Pierce • Debra L. Rocke



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