

February 2, 2017

Dear Honors Shakespeare Parents,

Our class has the great privilege of taking a trip to the American Shakespeare Center in Staunton, Virginia. There we will see performances in the only replica of Shakespeare's company's first indoor theater, the Blackfriars Playhouse, in the world to see his works performed as they were when he was alive. This year we will attend performances of Shakespeare's *The Merchant of Venice* and *Shakespeare's Sister* by Emma Whipday.

The attached materials include our entire trip agenda, behavior/safety contract, and permission forms. Please read through each carefully, sign all forms, and return them no later than Tuesday, February 7, 2017, so I can finalize all reservations.

Because Wake County has severely limited the window of opportunity for field trips, March 1-3 was the best option for students, considering testing, Spring Break, and other possible conflicting events. As a result, this trip comes one month into the new semester, leaving a much smaller window of opportunity for students and parents to raise the necessary funds. Please let me know if time and budget constraints create a problem in making full payment by February 27<sup>th</sup>. Under NO condition should financial hardship be a reason why any student should not attend. We will work out individual payment plans or find other means.

The cost per student is \$160 which covers—

- two night's lodging and buffet breakfasts (at a four-star hotel right next to the theater—for the same price as the Best Western three miles away!) and
- performances of two professional plays.

We will have up to 27 students attending and eight adult driver/chaperones, including myself and Mrs. Doss, another English teacher. We need four more women and two men to volunteer. Volunteers will need to pass the WCPSS background check which they can access from any computer in a WCPSS building (the form is on the Intranet). Feel free to come up to my room (220), and I'll walk you through it. As our driver/chaperones foot the bill for gas and wear & tear on their vehicles, the only other cost they incur is their meals.

As I have already paid for the tickets and hotel rooms out of pocket, please write out any checks out to me. Cash works, too. If you would like to pay in installments, I need a down payment of \$60 as soon as you are able to send it in. The remaining \$100 is due by February 27<sup>th</sup>. Again, if you need extra time, please contact me ASAP. We want everyone there!

Because the final cost for everything is divided evenly by the number of students attending, any student who drops out post-confirmation cannot receive a refund. Neither the theater nor the hotel will give refunds once the reservations are confirmed.

We will have a parent information meeting on Tuesday, Feb. 21, 2017, at 7:00 PM in room 220 to wrap up all details (sign final forms, set hotel and car assignments, obtain all contact information, etc.), meet all driver/chaperones, and field any questions. Please contact me with any questions before then.

Looking forward to seeing all of you then!

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