

# Chicago Band Trip Proposal

## 6/18/26

### Pg. 1-2 Overview

Pg. 3 Official Request Form (changes since last submission on 5/1/26 include two additional chaperones and more specific travel times. Intentions to confirm two additional chaperones for five total chaperones).

Pg. 4 Estimated Itinerary.

Pg. 5 Funding plan option A, bookings all managed by director.

Pg. 6 - 9 Funding plan option B, bookings managed by Performance TX, a touring company that booked 19 band trips to the midwest conference last year and was recommended by my band director mentor Stan Maudlin.

### ***Funding Plan Clarification***

*This proposal includes two possible funding methods for the same educational trip. At this time, I have not yet selected which funding method will be used. I respectfully request that the Board approve the trip under either funding option, allowing the Honker Band Boosters and me to further evaluate the options later this month.*

*The tour company offers several valuable services and logistical benefits, as outlined in its proposal. However, we are also carefully evaluating the overall cost. Performance TX is currently preparing a revised quote that removes some optional activities (the Chicago Symphony Brass performance and the sporting event) and is researching lower-cost flight options. We hope these revisions will provide a more affordable option while maintaining the overall itinerary and educational value of the trip.*

### **Main Purpose**

The main purpose of this trip is to offer students cultural enrichment by exposing them to opportunities at the Midwest International Band Conference in Chicago, Illinois. The central focus of our trip is my clinic titled "Post-Pandemic Recovery in Title I Small School Bands", where the Honker Band will participate live as a demonstration group. In this clinic, through a mixture of live lecture, pre-recorded videos, and live performance, we will tell the story of how the pandemic impacted the music program in Willows as well as other music programs in similar sized schools across California, and what strategies directors in similar situations are using to stabilize and strengthen their programs to set them up for recovery and growth. Before and after this clinic, students will watch multiple performances from some of the highest performing educational groups in the world. They will also have the opportunity to explore over forty collegiate

and instrumental booths on the exposition floor. For a smaller sub-group of students who are selected (up to six), they will be able to participate in the Midwest Band Conference Leadership Institute (designed for high school students). We will take the opportunity while in Chicago to further culturally enrich our students and make lifelong memories through visiting iconic places such as the Willis Sky Tower, the Museum of Science and Industry, and Millennium Park. After this trip, many students will have increased leadership skills, an internationalized perspective on band as a performing art, an increased sense of belonging in their own band program and ownership of our story, as well as memories of the iconic sights we will explore in Chicago.

# Willows Unified School District

## Student Educational Field Trip Activity Request Form

(Complete and turn into Principal TWO WEEKS prior to scheduled activity)

Date(s) of Activity:

12/15 to 12/18

Departure Time:

TBD 12/15  
Est. 4am

Termination Time:

12:30pm 12/18  
est.

Specific Destination(s): McCormick Place West in  
Chicago, Illinois

Purpose of Field Trip: ① Represent the Story of Willows and other small school music programs in Title I districts in the clinic "Post-Pandemic Recovery in Title I Small School Bands" at the prestigious Midwest International Band Clinic ② see multiple music performances and visit promotional college booths ③ sightsee at

Number of Students:

24 to 28 (est)

Grade level(s)/Class:

9-12 Honker  
Band

safe, close Chicago attractions based on schedule (for band bonding)

School(s) Involved: Willows High School

Person in Charge: Roxanne Winslow

Phone #: 530-526-7693

Chaperones (including teachers): Victoria Berens, Shawn Wright,  
David Gonzalez-Ayala

Provision for Meals: Breakfast, lunch, dinner

Estimated cost other than district transportation (specific breakdown)

see follow-up, additional paper for information

If district transportation for the field trip is required, complete a Vehicle Request Form and submit to the building principal with this form.

I understand that this field trip is part of the school's regular curriculum and that all school rules and district policies will be in effect during the entire trip.

Teacher's Signature

Roxanne Winslow

Date

5-1-26

Building Principal Approval

Ch. H.

Date

5-1-26

Pacific Time	Tuesday, December 15	Central Time	Wednesday, December 16	Central Time	Thursday, December 17	Central Time	Friday, December 18	Pacific Time
3:00 AM		5:00 AM		5:00 AM		5:00 AM		3:00 AM
3:15 AM		5:15 AM		5:15 AM		5:15 AM		3:15 AM
3:30 AM		5:30 AM		5:30 AM		5:30 AM		3:30 AM
3:45 AM		5:45 AM		5:45 AM		5:45 AM		3:45 AM
4:00 AM		6:00 AM		6:00 AM		6:00 AM		4:00 AM
4:15 AM	Arrive at SMF Airport	6:15 AM		6:15 AM		6:15 AM		4:15 AM
4:30 AM		6:30 AM		6:30 AM		6:30 AM		4:30 AM
4:45 AM		6:45 AM		6:45 AM		6:45 AM		4:45 AM
5:00 AM		7:00 AM		7:00 AM		7:00 AM	Load Buses	5:00 AM
5:15 AM		7:15 AM		7:15 AM		7:15 AM	Travel to airport	5:15 AM
5:30 AM		7:30 AM		7:30 AM		7:30 AM		5:30 AM
5:45 AM		7:45 AM		7:45 AM		7:45 AM		5:45 AM
6:00 AM		8:00 AM		8:00 AM		8:00 AM		6:00 AM
6:15 AM	SW Flight 3976 6:15am (PT) - 12:10pm (CT)	8:15 AM	Breakfast at hotel	8:15 AM	Breakfast at hotel	(up to 6 band leaders can be selected for the Midwest Leadership Institute) Leadership Institute check-in, pick up registration packet	Arrive at MDW Airport \$20 on meal card	6:15 AM
6:30 AM		8:30 AM		8:30 AM		8:30 AM		6:30 AM
6:45 AM		8:45 AM		8:45 AM		8:45 AM		6:45 AM
7:00 AM		9:00 AM		9:00 AM	Load Buses	9:00 AM		7:00 AM
7:15 AM		9:15 AM	Students coordinate with designated chaperone on when they choose to go to West McCormick. Students may sleep in, or if awake, leave early to explore exhibit hall	9:15 AM	Travel to museum	9:15 AM		7:15 AM
7:30 AM		9:30 AM		9:30 AM		9:30 AM		7:30 AM
7:45 AM		9:45 AM		9:45 AM		9:45 AM	7:45 AM	
8:00 AM		10:00 AM		10:00 AM		10:00 AM	8:00 AM	
8:15 AM		10:15 AM	Everyone meets by W 184	10:15 AM		10:15 AM	8:15 AM	
8:30 AM		10:30 AM	University of Kentucky Percussion Ensemble W 184	10:30 AM	Museum of Science and Industry \$20 on meal card	10:30 AM	8:30 AM	
8:45 AM		10:45 AM		10:45 AM		10:45 AM	8:45 AM	
9:00 AM		11:00 AM		11:00 AM		11:00 AM	9:00 AM	
9:15 AM		11:15 AM		11:15 AM		11:15 AM	9:15 AM	
9:30 AM		11:30 AM	Set Up Time	11:30 AM		11:30 AM	SW Flight 2049 9:55am (CT) - 12:30pm (PT)	9:30 AM
9:45 AM		11:45 AM		11:45 AM		11:45 AM		9:45 AM
10:00 AM		12:00 PM	Post-Pandemic Recovery in Title I Small School Bands Clinic - W178	12:00 PM		12:00 PM		10:00 AM
10:15 AM		12:15 PM		12:15 PM		12:15 PM		10:15 AM
10:30 AM		12:30 PM		12:30 PM		12:30 PM		10:30 AM
10:45 AM	12:45 PM		12:45 PM		12:45 PM	10:45 AM		
11:00 AM	Travel to Willis Tower	1:00 PM	Load Buses	1:00 PM	Load Buses	11:00 AM		
11:15 AM		1:15 PM	Travel to park	1:15 PM	Travel to McCormick Place West	11:15 AM		
11:30 AM	Lunch at UrbanSpace Food Hall \$20 on meal card	1:30 PM		1:30 PM		11:30 AM		
11:45 AM		1:45 PM	Lunch in small groups at restaurants near Millennium Park \$20 on meal card	1:45 PM		11:45 AM		
12:00 PM		2:00 PM		2:00 PM	Midwest Exhibit Hall Time	12:00 PM		
12:15 PM		2:15 PM		2:15 PM	Midwest Exhibit Hall Time (part of the institute)	12:15 PM		
12:30 PM	Willis Tower SkyDeck	2:30 PM		2:30 PM		12:30 PM		
12:45 PM		2:45 PM		2:45 PM		12:45 PM		
1:00 PM		3:00 PM	Optional Ice Skating or exploring park/coffee shops	3:00 PM	University of Georgia Wind Ensemble Performance	3:00 PM	1:00 PM	
1:15 PM		3:15 PM		3:15 PM		3:15 PM	1:15 PM	
1:30 PM		3:30 PM		3:30 PM		1:30 PM		
1:45 PM	Load Buses	3:45 PM		3:45 PM		1:45 PM		
2:00 PM	Travel to Hyatt	4:00 PM		4:00 PM		2:00 PM		
2:15 PM	Check into hotel	4:15 PM	Millennium Park	4:15 PM		2:15 PM		

Pacific Time	Tuesday, December 15	Central Time	Wednesday, December 16	Central Time	Thursday, December 17		Central Time	Friday, December 18	Pacific Time	
2:30 PM	Check into hotel	4:30 PM	Bean Group Photo	4:30 PM	<i>In small chaperoned groups, students choose between more exhibit time, watching additional performances or clinics, or resting.</i>	Performance by The Moanin' Frogs	4:30 PM		2:30 PM	
2:45 PM		4:45 PM	Load Buses	4:45 PM			4:45 PM		2:45 PM	
3:00 PM	Midwest Rehearsal	5:00 PM	Travel to McCormick Place West	5:00 PM			5:00 PM	post-institute survey	5:00 PM	3:00 PM
3:15 PM		5:15 PM		5:15 PM			5:15 PM	leadership institute students rejoin main group	5:15 PM	3:15 PM
3:30 PM		5:30 PM	United States Airforce Band Concert 1	5:30 PM	5:30 PM	5:30 PM		5:30 PM	3:30 PM	
3:45 PM		5:45 PM		5:45 PM	5:45 PM	5:45 PM		5:45 PM	3:45 PM	
4:00 PM	6:00 PM	6:00 PM		6:00 PM	6:00 PM	6:00 PM		6:00 PM	4:00 PM	
4:15 PM	6:15 PM	6:15 PM		6:15 PM	6:15 PM	6:15 PM		6:15 PM	4:15 PM	
4:30 PM	Load Buses	6:30 PM		6:30 PM	Singapore Armed Forces (SAF) Central Band Performance		6:30 PM	4:30 PM		
4:45 PM	Travel to Symphony Hall	6:45 PM	Load Buses	6:45 PM		6:45 PM		6:45 PM	4:45 PM	
5:00 PM		7:00 PM	Travel to Ed Debevic's	7:00 PM			7:00 PM	5:00 PM		
5:15 PM		7:15 PM		7:15 PM			7:15 PM	5:15 PM		
5:30 PM	Chicago Symphony Brass	7:30 PM	Ed Debevic's Dinner or Bulls Game or Blackhawks Game (Depending on availability)	7:30 PM			7:30 PM	5:30 PM		
5:45 PM		7:45 PM		7:45 PM	7:45 PM	7:45 PM	7:45 PM	7:45 PM	5:45 PM	
6:00 PM		8:00 PM		8:00 PM	8:00 PM	8:00 PM	8:00 PM	8:00 PM	6:00 PM	
6:15 PM		8:15 PM		8:15 PM	8:15 PM	8:15 PM	8:15 PM	8:15 PM	6:15 PM	
6:30 PM		8:30 PM		8:30 PM	8:30 PM	8:30 PM	8:30 PM	8:30 PM	6:30 PM	
6:45 PM		8:45 PM		8:45 PM	8:45 PM	8:45 PM	8:45 PM	8:45 PM	6:45 PM	
7:00 PM		9:00 PM		9:00 PM	9:00 PM	9:00 PM	9:00 PM	9:00 PM	7:00 PM	
7:15 PM		9:15 PM		9:15 PM	9:15 PM	9:15 PM	9:15 PM	9:15 PM	7:15 PM	
7:30 PM	Load Buses	9:30 PM	Load Buses	9:30 PM			9:30 PM	7:30 PM		
7:45 PM	Travel to Hyatt	9:45 PM	Travel to Hyatt	9:45 PM			9:45 PM	7:45 PM		
8:00 PM		10:00 PM		10:00 PM			10:00 PM	8:00 PM		
8:15 PM		10:15 PM		10:15 PM			10:15 PM	8:15 PM		
8:30 PM		10:30 PM		10:30 PM			10:30 PM	8:30 PM		
8:45 PM		10:45 PM		10:45 PM			10:45 PM	8:45 PM		
9:00 PM		11:00 PM		11:00 PM			11:00 PM	9:00 PM		
9:15 PM		11:15 PM		11:15 PM			11:15 PM	9:15 PM		
9:30 PM		11:30 PM		11:30 PM			11:30 PM	9:30 PM		
9:45 PM		11:45 PM		11:45 PM			11:45 PM	9:45 PM		
10:00 PM		12:00 AM		12:00 AM			12:00 AM	10:00 PM		
10:15 PM		12:15 AM		12:15 AM			12:15 AM	10:15 PM		
10:30 PM		12:30 AM		12:30 AM			12:30 AM	10:30 PM		
10:45 PM		12:45 AM		12:45 AM			12:45 AM	10:45 PM		

## OPTION A: Band director manages all bookings

EXPENSE ITEMS	Potential Funding Sources	ESTIMATED RATE PER ITEM	notes	Total Estimates (Low End)	Total Estimates (High End)	
Charter bus from Willows to Sacramento Airport	Proposition 28 (music portion, with site administration approval), WHS Band ASB account, WHS band donation account, Music Boosters and fundraising through organized student activities, private donors, business sponsorships, church/small business assistance (Oroville Church has volunteered to help fundraise)	\$1,916.50				
Charter bus from Sacramento airport to Willows.		\$1,916.50				
Flights		\$506		\$12,650		
Hyatt Hotel Rates		\$201/\$181 + \$20 per person if adding someone to the room of four or one			\$4,221	its for 7 rooms
Sheraton Hotel Rates (back-up)						its for 7 rooms
Chaperone/Director Rate, Hyatt		\$181 per single room		<i>left column is with 2 chaperones, right column is with 5</i>	\$1,629	
Chaperone/Director Rate, Sheraton		\$199 per single room			\$1,791	
Chaperone/Guest Conference Registration		\$45			\$90	
Director Conference Registration		\$225 (early-bird rate)			\$225	
Food stipend for chaperones/director		\$180			\$540	\$900
Local Transportation in Chicago		Local Transportation \$1,500–3,000		<i>mix of ride share, charter, and local transport with chaperone surveillance.</i>	\$1,500	\$3,000
Student Chicago Registration Rate		\$25			\$625	
Student Meals		9 meals at \$20 each. Mix of dining together and visa gift cards. Snacks encouraged for Tuesday morning departure.			\$4,500	
Chicago Symphony Orchestra		\$45~65			\$1,125	\$1,625
Bullhawks		\$150, \$2500~\$3500			\$2,500	\$3,500
Willis Tower	\$30~45			\$900	\$1,100	
Museum of Science and Industry	\$25-30			\$625	\$750	
Contingency Budget	\$1,000			\$1,000	\$1,000	
				<b>TOTAL COSTS EXCLUDE TAXES AND BUS TO AND FROM AIRPORT. FLIGHT EXPENSES SUBJECT TO CHANGE WITH THIS FUNDING OPTION AS NOTHING IS RESERVED YET.</b>		
				<b>Total Student Cost</b>	<b>\$29,646</b>	
				<i>Total Cost Per Student</i>	<b>\$1,186</b>	
				<b>Total Chaperone Cost per chaperone</b> (excludes ride shares and emergency funding)	<b>\$1,035</b>	
				<b>Total Director Cost</b> ( <i>professional development funding request intended</i> )	<b>\$1,454</b>	
					<b>\$1,112</b>	

# Option B

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**EXPERIENCE THIS NEXT LEVEL DESTINATION WITH US!**



**Prepared exclusively for Willows Unified School District  
December 15-18, 2026  
Roxanne Winslow, Director**

# TRIP PROPOSAL



## Prepared exclusively for: Willows Unified School District

**Director:** Roxanne Winslow  
**Street Address:** 203 Murdock Ave.  
**City/State/Zip:** Willows, CA 95988  
**School Phone:** 530-934-6611  
**Cell Phone:** 530-321-7693  
**Email:** [rwinslow@willowsunified.org](mailto:rwinslow@willowsunified.org)

**Destination:** Chicago  
**Dates:** December 15-18, 2026  
*Departure date:* December 15, 2026  
*Arrival date:* December 15, 2026  
*Return date:* December 18, 2026  
*Return arrival date:* December 18, 2026

Prepared by: Damian Gonzales

**No. of Travelers: 31**  
*Students:* 25  
*Adults:* 6

## Package Pricing:

Minimum # per bus (average)	50-55	40-49	30-39	20-29
Quad	\$1,484	\$1,505	\$1,540	\$1,610
Triple	\$1,547	\$1,568	\$1,603	\$1,673
Double	\$1,671	\$1,692	\$1,727	\$1,797
Single	\$2,045	\$2,066	\$2,101	\$2,171

*\*All students will be charged for a quad package. Students forced into a smaller room size due to lack of numbers in the group will still only pay the quad package price. However, if a triple, double, or single are requested, we will have to charge those rates.*

## Inclusions:

**Accommodations:** 3 nights Hyatt Regency McCormick  
**Attractions:** Willis Tower, Museum of Science & Industry, & CSO Brass, (Depending on availability - Bulls game, or Blackhawks game)  
**Meals:** **9 total meals** - Giordano's Dinner, 6 meals at \$20 each, 2 box meal breakfasts (Ed Debevic's Dinner will replace 1 \$20 meal if game is not available)  
**Transportation:** Round Trip flights - Sacramento/Chicago, Ground transportation in Chicago  
**Performance:** Midwest International Band and Orchestra Clinic  
**Complimentary:** N/A  
**Miscellaneous:** Customized itinerary  
 Online Payment Portal  
 All taxes and gratuities  
 \$2,000,000 in liability insurance  
 Perform America-TX, LLC tour host

# PAYMENT/CANCELLATION SCHEDULES

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**REQUESTED PAYMENT SCHEDULE:**

Payments may be made by cash, check or money order. To ensure that all tour suppliers are paid in a timely fashion in accordance with their payment terms, it is important that the group make payments no later than the deadline dates set forth below:

**GROUP REGISTRATION FEE DUE UPON SIGNING: Waived**

PAYMENT DATE	DESCRIPTION	AMOUNT
<b>Upon Registration</b>	<b>Non-refundable deposit</b>	<b>\$200</b>
August 15, 2026	Payment #3	\$335
September 15, 2026	Payment #4	\$335
October 15, 2026	Payment #5	\$335
November 15, 2026	Payment #5	\$335
<b>TOTAL PAID</b>		<b>\$1,540</b>

**NOTE:** These amounts are based on quad occupancy. Invoicing will reflect this amount. Adjustments in billing will occur on final invoice after rooming lists are submitted.

*Reservations and prices are not guaranteed until Perform America-TX has received the deposit set forth above and the signed agreement on the last page of this proposal. Please send all paperwork and payments to:*

**Perform America-TX, LLC**  
 5517 Louetta Rd., Suite B  
 Spring, TX 77379

**LATE FEES/INDIVIDUAL TRIP CANCELLATION:**

Any group payments made more than seven (7) days past the due dates above will be subject to a \$250 late fee. There are no late fees for individual online payments, but travelers delinquent by two monthly payments are subject to having their reservation cancelled by Perform America-TX, LLC. Any refunds for cancelled trips will follow the CANCELLATION SCHEDULE below. There is a \$50 reinstatement fee for any cancelled travelers wanting to re-register for the trip.

**CANCELLATION SCHEDULE:**

Perform America-TX will only accept cancellations made in writing. Please allow 30 days for refunds.

<u>CANCELLATION SCHEDULE</u>	<u>AMOUNT RETAINED BY PERFORM AMERICA-TX</u>
120-91 days prior to departure	25% of package cost per person retained (minus non-refundable deposit)
90-61 days prior to departure	50% of package cost per person retained
60-31 days prior to departure	75% of package cost per person retained
30 days or less prior to departure	100% of package cost per person retained

**CHANGES:**

Changes including but not limited to itinerary, flight lists, ticket/admission purchases, number of hotel rooms and number of passengers can not be made within 30 days of departure.

**MINIMUM / MAXIMUM PARTICIPATION:**

N/A

**Terms and Conditions:**

Click the link below to read our full **Terms and Conditions** before signing the following **Agreement** page.

**[Terms and Conditions](#)**

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# AGREEMENT

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If the foregoing accurately represents your understanding of our agreement, please sign and date this agreement where indicated below. Please deliver this original copy of the agreement to Perform America-TX, LLC and we will sign and date a fully signed copy of it to you.

Your signature certifies that you have read, understand, and acknowledge the **Terms and Conditions** of the agreement as outlined in the link on the PAYMENT/CANCELLATION SCHEDULES page.

Organization: **Willows Unified School District**

AGREED AND ACCEPTED ON \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**Perform America-TX LLC:**

AGREED AND ACCEPTED ON \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title



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*We thank you and your group for considering Perform America-TX, LLC to coordinate your tour. We look forward to a fantastic trip with you (and many more after that)!*

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