

CMEA All-State Festival
April 19-21, 2018 • Hartford, Connecticut

GROUP CHAPERONE 2018 REPLY FORM

CMEA member educators or administrators are needed as group chaperones for the 2018 CMEA All-State Ensembles. If you would be willing to serve as an overnight chaperone, please read the Chaperone Agreement below, complete this form, scan and email by **March 16, 2018** to:

Head Chaperone: Jennifer Crooks at allstatechaperone@gmail.com

Each group chaperone will be responsible for approximately 24 students. CMEA will provide the following to group chaperones for their service:

- A hotel room in the same location as your assigned group.
- All meals provided and conference admission

Chaperone Agreement Please print in ink or type.

Name _____ NAFME ID# _____ Exp. Date _____

Principal Signature: _____

School Name & Street Address: _____

City _____ State _____ Zip _____ E-Mail _____

Work _____ ext. _____ Cell (____) _____ Home (____) _____

Ensemble preference: Jazz Mixed Choir Treble Choir Band Orchestra

If I am selected to be a group chaperone for the 2018 CMEA All-State Ensembles, I agree to the following:

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| <ol style="list-style-type: none">1. Attend all chaperone meetings unless on duty with students beginning with the initial meeting on Thursday April 19, 2018 after check in.2. Assist with on-site registration (8:00 am Thursday, April 19, 2018) and student check out (Saturday, April 21, 2018).3. Follow the duties schedule throughout the festival as assigned during the first meeting.4. Escort and supervise students to and from rehearsals, meal functions, scheduled activities, and medical facilities as necessary.5. Enforce the curfew and ensure that all students are in their assigned rooms every night. | <ol style="list-style-type: none">6. Serve as hall monitor on student floors between evening curfew and breakfast if needed.7. Review the <i>Student Code of Conduct</i> and enforce with students.8. Model appropriate behavior and display moral and ethical conduct at all times.9. Encourage students to take safety precautions to avoid unnecessary problems.10. Inform the group Chaperone Manager of the need for disciplinary action for any student.11. Stay informed of assigned students' medical concerns.12. Assist Chaperone Managers and Ensemble Chairs as needed. |
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I understand that I must be a current CMEA member at least 21 years of age and that serving as a chaperone is strictly voluntary. If I am selected, I will accept the duties as assigned.

Signature _____ Date _____

If you have questions, please contact: **Head Chaperone: Jennifer Crooks at allstatechaperone@gmail.com**