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Issue Paper

DATE:

January 24, 2024

AGENDA ITEM (ACTION ITEM):

Consider/Approve Contract with Loews Hotels and Company (Cabana Bay Beach Resort) and Dixie Heights High School Cheer for hotel stay to attend Cheerleading Nationals at Walt Disney World.

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

HISTORY/BACKGROUND:

Dixie Heights Cheerleading will be attending UCA Nationals in Orlando, Florida. The dates of the events are February 7th through February 12th, 2024 as they have in past years. Due to time constraints and hotel availability options the cheerleaders and coaches will be staying at the Cabana Bay Beach Resort on the Universal Parks hotel property.

FISCAL/BUDGETARY IMPACT:

Total cost of the hotel stay while in Florida is \$9,787.50 and will be paid from the Cheerleading school activity account.

RECOMMENDATION:

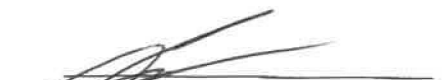
Approval to Contract with Loews Hotels and Company (Cabana Bay Beach Resort) and Dixie Heights High School Cheer for hotel stay to attend Cheerleading Nationals at Walt Disney World.

CONTACT PERSON:

Roddy Stainforth/Teresa Catchen


Principal/Administrator


District Administrator


Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda. Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.



GROUP NAME: Magical Vacations Travel
MEETING NAME: MVT Dixie 2024
DATES OF MEETING: Wednesday, February 07, 2024 - Monday, February 12, 2024
CONTACT/TELEPHONE: Holly Biss
 Travel Consultant
 TEL: 856-310-0095
 EMAIL: holly@magicalvacationstravel.com
ADDRESS: 1424 W High Street
 Haddon Heights, NJ 8035
HOTEL CONTACT: Teresa Vlastic
 Resort Sales Manager
 TEL: 407-224-5703
 EMAIL: teresa.vlastic@universalorlando.com

This Contract and option are valid until Monday, February 5, 2024. After this date, all terms and conditions are subject to renegotiation and a new contract may be issued, subject to availability at the time of the request

The following arrangements have been set aside on a first option tentative basis. With this option, the Group has first right of refusal for the dates outlined. If the Hotel receives another request for the dates and space held, we will notify you and you will have two (2) business days in which to provide us with your written confirmation. At that time, unless we have a signed Contract from the Group, we reserve the right to release the space or revert this space to a second option status.

COURTESY GUEST ROOM ACCOMMODATIONS, RATES AND RESERVATIONS PROCEDURES

GUEST ROOM ACCOMMODATIONS AND RATES

We are presently holding the following block of rooms.

Room Category	Wed 02/07/2024	Thu 02/08/2024	Fri 02/09/2024	Sat 02/10/2024	Sun 02/11/2024	Mon 2/12/2024
Standard Double Queens	12	12	12	12	12	Check Out
Total	12	12	12	12	12	

Total room nights: 60

Room	Single Rate	Double Rate	Triple Rate	Quad Rate
Standard Double Queens	\$145.00	\$145.00	\$145.00	\$145.00
Interior Family Suites	\$175.00	\$175.00	\$175.00	\$175.00

If Group needs to add guest rooms to the contracted block it will be based upon group guest room block availability at the time of request and an addendum must be signed to secure additional guest rooms.

Quoted room rates are subject to all applicable city, county, state, or federal taxes that apply at time of room occupancy. Hotel requires that there be at least one guest that is 21 years of age or older occupying a room in order to check in. Currently, the tax rate is 12.5% (sales tax 6.5%, occupancy 6%) per occupied room night.

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Magical Vacations Travel
Group Arrival Date: Wednesday, February 07, 2024

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GROUP RATE AVAILABILITY

The group room rates, as established in this Contract, will apply three 3 days prior and three 3 days after the convention dates, based upon availability of group rooms, at the time of the request.

COMMISSIONS

The guest room rates confirmed in this Contract are commissionable to **Magical Vacations Travel**. The commission due will be paid after receipt of final payment up to a maximum of ten percent (10%) of total guest room revenue achieved and occupied

LOEWS MVP POINTS PROGRAM

This booking is eligible for Loews Most Valuable Partner reward points as part of the MVP Rewards program.

The program is eligible for one (1) MVP reward point for every \$10 in consumed guest room revenue.

Points will be awarded on the first week of the month after the completion of the event. Awards can be redeemed at any time.

Upon signature of this contract, please provide the name and email of the MVP member that will be receiving these points

MVP Reward Recipients

Name	Log -in ID#	Email Address
Michele DeNofa	(michele@mvt)	michele@magicalvacationstravel.com

MVP points will expire after twelve (12) months if there is no account activity. To maintain points balance, participants must keep their account active by either earning points for contracted group room revenue or redeeming reward points at least once every twelve (12) months.

SPECIAL CONCESSIONS

We are pleased to offer you the following special concessions:



- Self-parking at a discounted rate of \$10.00 per vehicle per day (tax not included) for all attendees of the group

ROOM BLOCK RELEASE DATE

The Hotel has established a "Room Block Release Date" of [redacted], for Group reservations. After this date, all guest rooms not guaranteed by deposit, credit card or the Master Account will be released to Loews Reservations for general sale. All 'no show' guest room reservations will be billed to the Master Account. The cancellation of guaranteed guest room reservations must be received five (5) days prior to arrival in order to avoid a charge equal to one night's guest room rate and applicable taxes.

RESERVATION PROCEDURES

The Group will submit a rooming list for guest room accommodations by the designated "Room Block Release Date" For maximum efficiency, please submit the rooming list in excel format For any individuals who are not on the master account, please include credit card payment information for one night deposit or authorization to charge one night's guest room rate and tax to the master to guarantee payment.

GUEST ROOM CHARGES

It is our understanding that your guests' room, tax, and Hotel fees will be applied to the Master Account. All other charges and incidentals will be signed to the guest's individual folio. Each guest will be required to present a valid credit card upon check-in.

GROUP CONSENT TO DATA SHARING

Group has requested Hotel to provide Group with information about the individual guests who have reserved and/or occupied guest rooms at the Hotel in Group's Guest Room Block in order to facilitate the Group's above-named event. Group has requested that Hotel provide Group with information regarding all Group guests that have reserved and/or occupied guest rooms

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at Hotel during Group's event dates (including pre and post event dates), including guest names, dates of stay, confirmation numbers and assigned room numbers and/or room type (collectively, the "Guest Information").

Group represents and warrants that all event registrants have given permission for Hotel to provide Group with information about their stay at the Hotel, including their Guest Information, and that the Group has requested the minimum amount of information necessary to accomplish its purpose. Group agrees to defend and indemnify Hotel, Loews Hotels LLC, and their respective affiliates from and against any and all claims arising out of Hotel providing Guest Information to Group.

CHECK-IN AND CHECK-OUT TIME

Check-in time for all attendees is 4:00 pm. Attendees may be checked in earlier depending on occupancy levels and availability of "ready" guest rooms. In order to streamline the check-in process, the Hotel would appreciate receiving flight arrival times for attendees, if available. Checkout time is 11:00 am.

FOOD AND BEVERAGE REVENUE

ROOMS ONLY GROUP

It is our understanding that no public function space is required at this time. Should you require function space, we ask that you provide us with the anticipated meeting and food and beverage requirements as soon as possible so proper space may be assigned based upon availability.

The Group may not bring any food and beverage to the Hotel due to insurance and liability issues.

If Group would like to purchase breakfast vouchers, prices are listed below and Group will be responsible for payment of these vouchers prior to arrival.

DESCRIPTION	INCLUSIVE BREAKFAST VOUCHER (INCLUSIVE OF TAX)
Breakfast Voucher	<p style="text-align: center;">\$14.50 per person/per day Voucher Redeemable for:</p> <p>Choice of:</p> <ul style="list-style-type: none"> • (1) Entrée from Deli, Pizza, Grill or Fruit Station (Excludes All Omelets) <p>AND</p> <ul style="list-style-type: none"> • (1) Hot OR (1) Cold Beverage (Excludes Bulk Candy, Grab N' Go items, Monster, Red Bull, Surge & Body Armour) <p style="text-align: center;">Menu items are subject to change without notice</p>

SERVICES

PARKING

The current parking charges for guests are as follows:

**** Self-parking at a discounted rate of \$10.00 per vehicle per day (tax not included) for all attendees of the group ****

Self-Parking \$21.00 per day maximum/ per car

Please note the above rates do not include 6.5% tax and are subject to change without notice

CREDIT ARRANGEMENTS, PAYMENT TERMS, DEPOSITS AND BILLING

BILLING ARRANGEMENTS

All individuals attending the meeting will be authorized to charge room and tax, to the Group Master Account, and will pay for their own incidentals, except for those attendees specified on the rooming list provided by the Group.

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DEPOSIT SCHEDULE

A deposit of 100% of the estimated Master Account charges is required upon return of this signed contract, or by

An official invoice will be sent via email from Loews Accounting Department. The following prepayment policy will apply to your function and can be made payable by check or major credit card. If payment by credit card, a credit card authorization form will be provided electronically by Loews Hotels Accounting Department.

Transaction Type	Due Date	Amount Due
Final Deposit	February 5, 2024	Full Payment

In the event such prepayment is not received by the Hotel, the Hotel shall have the option of releasing the Group's space by providing written notice, and the Group will remain liable for any cancellation and other similar charges provided in this Agreement.

If direct billing is not approved for 100% of the event's estimated charges, a deposit schedule will be determined based on credit investigation at the sole discretion of the Hotel.

PAYMENT METHODS

Please make your deposit payments by check payable to Universal's Cabana Bay Beach Resort and mail to: Loews Hotels & Co., Attention: Accounting Department 6800 Lakewood Plaza Drive Orlando, FL 32819. Final deposit if made by check must be received at least fourteen (14) days prior to the event date. To ensure accurate payment posting, the Event Name and Arrival Date must be included with all check and electronic payments (ach / wire) including remittances.

Deposits may also be paid by electronic payment (ach / wire) or credit card. If you prefer these methods of payment, Loews Credit Services will provide banking information or a secure credit card authorization link. Hotel has no obligation to accept payment for any deposits or charges from any person or entity other than Group.

Failure to remit any required deposit on or before the due date will be considered a cancellation by the Group and the Group shall be liable for all amounts as described in the cancellation provisions.

CREDIT CARD PAYMENTS

Group agrees that in consideration of Hotel's agreement to accept payment by credit card, should any dispute arise between the parties, Group will not submit a "charge back" or otherwise dispute the charge to the credit card company. All such disputes will be resolved pursuant to the Dispute Resolution provision of this contract. Should Group submit a charge back in violation of this provision, Group agrees that this paragraph will be submitted to the credit card company in response to such charge back and that the charge back shall be denied as a result.

HOTEL POLICIES**GUIDELINES FOR YOUTH GROUPS**

For groups visiting our Hotels which include a large number of guests under the age of eighteen (18), we ask that a few simple yet important guidelines be addressed. In doing so, we are merely asking for assistance in maintaining the Hotel's upscale leisure and business environment.

To ensure as pleasant an experience as possible for all participants (and other Hotel guests), a clear understanding of expected behavior is stated as follows:

- Organization agrees that at least one or more person(s) that are (21) years or older will be registered for each block of up to four guestrooms and these person(s) must reside in the hotel over the dates and in a guest room in which they have been registered.
- All participants must be in their respective rooms by eleven o'clock (11:00) pm unless:
 - (1) an earlier curfew has been mandated by chaperone
 - (2) or one-half hour after any sponsored evening events ending after 11pm
 - (3) in the presence of a person twenty-one (21) years or older
 - (4) an emergency requires evacuation

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- Participants should conduct themselves in a mature fashion while on the Hotels' premises.
- No team practices on property.
- Social activities must be confined to the public areas of the Hotels.
- Noise levels should be at an acceptable level to other Hotels guests, especially from ten o'clock (10:00) pm to nine o'clock (9:00) am. Participants must take special care to be quiet in guest hallways and public areas.
- Running in hallways and public areas is prohibited.
- No affixing of posters, signs, name plates or any decorations may be affixed to guest room doors or walls inside rooms or inside guest corridors.
- No guest under the age of eighteen (18) is permitted in the gym, Jacuzzi, or pool at any time unless accompanied and supervised by a chaperone (21) years of age or older.
- Ordering food for delivery onto Hotel Property from off-property venues is prohibited.
- No weapons of any type (including toy guns) may be brought onto the Hotel property (including the public areas and the guest rooms)
- Participant's parents, legal guardians, or any other individuals who have custody of participants are financially responsible for all damage resulting from negligent and/or willful acts committed by their children or participants.
- The Hotels reserve the right to remove participants and cancel the remainder of the stay of any individual or group participant due to violations of proper conduct resulting in discomfort to other Hotels guests or damage to Hotel premises
- Group shall be financially responsible for all damage to any rooms used by Group's guests. If any damage is found, Hotel shall prepare and provide to Group a full assessment of the damage and the costs to repair the damage and/or replace the damaged items. Group shall pay to Hotel the full amount of such repair and/or replacement costs prior to Group's departure, or in the event Hotel elects to bill Group for such costs after Group's departure.

AUTHORIZED SIGNATURES

Should the previously outlined arrangements meet with the Group's approval, please sign, and return the enclosed copy of this Contract. By doing so, this program will be confirmed on a definite basis. After signature, items amended or changed must be done so in writing and by mutual written consent of both parties.

Magical Vacations Travel	
Signature:	<i>Holly Biss</i>
Printed Name:	Holly Biss
Title:	Travel Consultant
Date:	Jan 8, 2024

Universal's Cabana Bay Beach Resort UCF Hotel Venture II	
Signature:	<i>Teresa Masic</i>
Printed Name:	Teresa Masic
Title:	Resort Sales Manager
Date:	Jan 8, 2024

Dixie Cheer

X

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Thanks,

Jeremy Moore

LOEWS HOTELS & CO

ESTABLISHED 1960

MVT DIXIE 2024
 ATTN: MS. HOLLY BISS
 PO BOX 365
 Haddon Heights, NJ 8035 USA

Arrival Date: 2/7/2024
 Departure Date: 2/12/2024

Invoice#	2024-0144796-1
Due Date:	02/05/2024
Amount Due:	\$9,787.50
PO#	
MA#	9678

Invoice Description	Invoice#	Due Date	Invoice Amount
Advance Deposit per Contract	2024-0144796-1	02/05/2024	\$9,787.50

Current Account Summary	As of	1/10/2024
Guest Room		\$0.00
Food & Beverage		\$0.00
Subtotal Service Charges		\$0.00
Subtotal Taxes		\$0.00
Estimate Total:		\$0.00

Received Payments:	\$0.00
Approved Credit:	\$0.00

Per Contract:

"The above invoice is only an estimate of charges (pre-tax) and is subject to change."
 Should the charges increase significantly from this estimate; an additional deposit will be required
 All deposit terms are subject to credit approval and deposits may increase if credit is not approved.

Remit Payment to:
 UNIVERSAL'S CABANA BAY BEACH RESORT
 Tax ID: 90-0892204
 6800 Lakewood Plaza Drive
 Orlando, FL 32819 USA

Credit Coordinator:

Kristy Williams
 kristy.williams@loewshotels.com

Service Manager:

Sales Manager:

Teresa Vlasic

407-224-5703

*Please provide me
 with credit card
 information
 by 1/17/24*