

SHALER AREA SCHOOL DISTRICT

SECTION: COMMUNITY
TITLE: SCHOOL VOLUNTEERS
ADOPTED: December 5, 2012
REVISED: March 18, 2015

	916.1 SCHOOL VOLUNTEERS
1. Purpose	<p>The Board of School Directors values the unique contributions made by parent and community volunteers to the educational programs of the Shaler Area School District. Accordingly, the Board encourages the use of parent and community volunteers, subject to certain requirements and procedures as set forth below.</p>
2. Definitions	<p>Direct contact with children – Possibility of care, supervision, guidance or control of children by a volunteer and/or routine interaction with children.</p> <p>Routine interaction -- Regular and repeated contact that is integral to a person's volunteer responsibilities.</p> <p>A volunteer is any individual who performs a service for the School District without compensation, remuneration or other consideration and who otherwise meets the requirements of this policy. A volunteer must be at least 18 years of age. A volunteer need not be a parent of a student enrolled in the School District. A current School District student who serves as an assistant or who provides other volunteer assistance in support of a curricular, co-curricular or extra-curricular activity is not considered to be a volunteer for purposes of this policy.</p> <p>A casual volunteer is a volunteer who comes to a school infrequently and works in the presence of a teacher/administrator when with students. A casual volunteer does not have direct contact with children, and is not required to obtain criminal history reports or child abuse clearances. Examples include: individuals who volunteer to assist in the planning or conducting of classroom celebrations; guest speakers; and concert/performance ushers.</p> <p>A program volunteer is a volunteer who provides recurring assistance in support of school-sponsored activities under the general direction and supervision of a coach or sponsor employed by the District and may, from time to time, have or may be reasonably expected to have direct contact with children. Examples include: volunteers who assist on the coaching staff of an athletic team; volunteer athletic trainers or equipment managers (excluding School District students serving in those capacities); and choreographers, musicians and other individuals who provide assistance to students in the marching band or school musical.</p> <p>A chaperone is a volunteer who accompanies students on school-sponsored</p>

<p>3. Guidelines</p>	<p>single day field trips and/or trips involving an overnight stay.</p> <p>Final determination of a volunteer's status is the responsibility of the principal or assistant principal.</p> <p>Under no circumstances shall a volunteer be considered an employee or independent contractor of the School District. A volunteer shall not receive wages, salary or other valuable consideration for the performance of his or her services. Holding the position of a volunteer is not a right, but a privilege conferred upon the volunteer by the Board, acting through the building principal of each school within the School District. The School District reserves the right to terminate the services or status of any volunteer at its exclusive discretion.</p> <p>The role of volunteers is to assist, but not replace or assume the professional or paraprofessional responsibilities or authority of, the School District staff. Volunteers shall not provide regular instruction or educational training to students enrolled in the School District.</p> <p>Under no circumstances shall volunteers be permitted to administer or enforce discipline upon students enrolled in the School District.</p> <p>Volunteers shall follow all applicable administrative procedures established pursuant to this policy and shall follow all other rules, regulations and administrative guidelines concerning the conduct of the professional and paraprofessional staff of the School District including all of the requirements of the Family Education Rights and Privacy Act (FERPA); provided, however that such rules, regulations and administrative procedures and guidelines shall not be deemed to expand the responsibility, authority or scope of activity applicable to volunteers under this policy.</p> <p><u>Safety Requirements</u></p> <p>Upon his or her initial appointment, a program volunteer shall be required to obtain and submit for approval an Act 34 Criminal History Report, an Act 151 (Child Abuse) Clearance Statement, and Act 114 FBI Clearance. Program volunteers who attest to living continuously in Pennsylvania for the last 10 years are excused from obtaining the Act 114 clearance. Once the required clearances are on file with the School District, the program volunteer will be required, on an annual basis, to sign PDE 6004 Arrest/Conviction Report and Certification Form that they have not perpetrated or been convicted of any offense that would preclude their employment by the School District under Act 34 or Act 151. Program volunteers will be required to renew their Act 34 Criminal History Report and Act 151 (Child Abuse) Clearance Statement in the event of a break in continuous service. Program volunteers whose reports and clearances are more than three (3) years old as of June 30, 2015, must obtain and provide new reports and clearances in order to continue as volunteers/chaperones thereafter. Effective July 1, 2015, program volunteers</p>
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	<p>whose reports and clearances will become three-years old must obtain and provide new reports and clearances before the three-year anniversary date(s) of those reports or clearances in order to continue as volunteers.</p> <p>Chaperones shall be required, in advance of their first overnight trip during a school year, to obtain and submit for approval an Act 34 Criminal History Report, an Act 151 (Child Abuse) Clearance Statement, and Act 114 FBI Clearance. Chaperones will be required to renew their Act 34 Criminal History Report and Act 151 (Child Abuse) Clearance Statement each school year. Chaperones will be required to renew their Act 114 FBI Clearance every three years unless the individual has been a resident of the Commonwealth of Pennsylvania during the entirety of the previous ten-year period and submits an affidavit attesting that they have not perpetrated or been convicted of any offense that would preclude their employment by the School District under Act 34, Act 114, or Act 151 or Section 6344(C) of the Child Protective Services Law.</p>
NEW →	<p>Upon his or her initial appointment and before volunteer service is performed, a program volunteer or chaperone shall be required to obtain and submit for approval an Act 34 Criminal History Report, an Act 151 (Child Abuse) Clearance Statement, and Act 114 FBI Clearance. Program volunteers or chaperones are excused from obtaining the Act 114 clearance if the individual has been a resident of the Commonwealth of Pennsylvania during the entirety of the previous 10-year period and submits an affidavit attesting that they have not perpetrated or been convicted of any offense that would preclude their employment by the School District under Act 34, Act 114, or Act 151 or Section 6344(C) of the Child Protective Services Law.</p> <p>Once the required clearances are on file with the School District, the program volunteer or chaperone will be required, on an annual basis, to sign PDE 6004 Arrest/Conviction Report and Certification Form that they have not perpetrated or been convicted of any offense that would preclude their employment by the School District under Act 34 or Act 151. Program volunteers or chaperones will be required to renew their Act 34 Criminal History Report, Act 151 (Child Abuse) and Act 114 FBI Clearance Statement in the event of a break in continuous service. Program volunteers or chaperones whose reports and clearances are more than five (5) years old as of August 31, 2015, must obtain and provide new reports and clearances, in order to continue as volunteers/chaperones thereafter. Program volunteers or chaperones whose reports and clearances will become five-years old must obtain and provide new reports and clearances before the five-year anniversary date of those reports or clearances in order to continue as volunteers.</p> <p>If a volunteer is arrested for or convicted of an offense that would constitute grounds for denying participation in a program, activity or service, or is named as a perpetrator in a founded or indicated report, the volunteer must provide the administrator or their designee with written notice not later than 72 hours after the arrest, conviction or notification that the person has been</p>

listed as a perpetrator in the statewide database.

Prior to performing services for the School District, program volunteers and chaperones **who are in direct contact with children for 10 or more hours per week** are required to undergo a tuberculosis examination **not more than three months before volunteering** in accordance with regulations of the Pennsylvania Department of Health and to furnish such report to the School District.

The costs of obtaining the required reports and clearances shall be the responsibility of the volunteer or any sponsoring parent-teacher organization or booster group.

The School Board, at its sole discretion, may elect to reimburse volunteers for the costs of the required reports and clearances based upon programmatic needs or such other considerations as the School Board determines to be appropriate from time to time.

Casual volunteers will be required, on an annual basis, to sign the PDE 6004 Arrest/Conviction Report and Certification Form contained in this policy, in the presence of the principal or principal's designee.

Except in the case of an emergency, volunteers shall not administer first aid or other medical assistance to students.

Except as specifically authorized by the Board on a case by case basis, volunteers shall not be permitted to operate any motor vehicles owned by or under the control of School District, and volunteers shall not be permitted to transport students by motor vehicle in support of any school program.

Confidentiality

No volunteer shall be permitted to access, review, disclose, or use confidential student information, or participate in conversations in which confidential student information is discussed. Examples of such information include, but are not limited to, the following: grades or other measures of academic performance, class standing, standardized or other test scores, attendance records, disciplinary history, intelligence test scores, personality and interest test scores, individualized education plans, health data, family background information, teacher or counselor ratings and observations, and any other verified or unverified information contained in a student's file maintained by the teachers, administrators or schools within the School District. If volunteers have questions about the confidentiality of student information, they are encouraged to consult with the building principal and/or review Section 216 (Student Records) of the School District's Policy and Regulation Manual.

Each volunteer shall keep strictly confidential all information he or she may learn, during the course of performing services, about the students enrolled in the School District.

<p>4. Delegation of Responsibility</p>	<p>Each school within the School District shall adopt its own administrative procedures for the recruitment, selection and assignment of volunteers; provided, however, that the following minimal requirements shall apply to all such procedures:</p> <ul style="list-style-type: none"> a. Each building principal or designee shall be responsible for training the volunteers to perform the specific duties associated with their assignments. b. Each building principal or designee shall assume general authority and responsibility over the volunteers performing services of any kind at or on behalf of the school, including, without limitation, the responsibility for overseeing the filing of criminal history reports, child abuse clearances, PDE 6004 Arrest/Conviction Report and Certification Form and tuberculosis test reports. c. No such procedures adopted by the schools within the School District shall be inconsistent with the terms and conditions of this policy. d. All such procedures adopted by the schools within the School District shall be subject to the approval of the Superintendent. e. Program volunteers assisting with the coaching or supervision of athletic teams or the marching band must be approved in advance by the Board of School Directors. f. Each volunteer shall affirm in writing that he or she has been provided with a copy of, has read, understands, and agrees to comply with this policy.
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PROGRAM VOLUNTEER/CHAPERONE APPLICATION FORM
10-YEAR RESIDENT OF PENNSYLVANIA

Name: _____ Phone Number: _____

Address: _____

This form is for prospective unpaid volunteers who have been residents of the Commonwealth of Pennsylvania during the entirety of the previous 10-year period and who are applying to serve as program volunteers or chaperones. Applicants must provide the Shaler Area School District with the Required Documentation identified below and execute the Affidavit (before a notary public) prior to commencing volunteer services. Instructions to obtain the required criminal history reports and child abuse clearances are available online at: <http://www.dhs.state.pa.us/findaform/childabusehistoryclearanceforms/index.htm>

REQUIRED DOCUMENTATION:

1. A report of criminal history record information from the Pennsylvania State Police or a statement from the Pennsylvania State Police that the State Police central repository contains no such information relating to you;
2. A certification from the Department of Human Services of the Commonwealth as to whether you are named in the Statewide database as the alleged perpetrator in a pending child abuse investigation or as the perpetrator of a founded report or an indicated report; and

AFFIDAVIT:

Before me, the undersigned Notary Public, personally appeared _____, who, known to me (or satisfactorily proven) and being duly sworn according to law, deposes, affirms and states the following:

1. I have been a resident of this Commonwealth during the entirety of the previous ten-year period.
2. I am not disqualified from service pursuant to 23 Pa.C.S. § 6344(c) or 24 P.S. § 111 (see offenses listed on reverse hereof) and have not been convicted of an offense similar in nature to those crimes listed in 23 Pa.C.S. § 6344(c) or 24 P.S. § 111 under the laws or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation, or under a former law of this Commonwealth.

AND FURTHER AFFIANT SAYETH NOT.

Sworn to and subscribed before me this _____ day
of _____, 20____.

Notary Public

My Commission expires: _____

PROGRAM VOLUNTEER/CHAPERONE APPLICATION FORM
10-YEAR RESIDENT OF PENNSYLVANIA

Grounds for denying employment or volunteer participation in program, activity or service:

1. An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:
 - a. Chapter 25 (relating to criminal homicide).
 - b. Section 2702 (relating to aggravated assault).
 - c. Section 2709 (relating to stalking).
 - d. Section 2901 (relating to kidnapping).
 - e. Section 2902 (relating to unlawful restraint).
 - f. Section 2910 (relating to luring a child into a motor vehicle or structure).
 - g. Section 3121 (relating to rape).
 - h. Section 3122.1 (relating to statutory sexual assault).
 - i. Section 3123 (relating to involuntary deviate sexual intercourse).
 - j. Section 3124.1 (relating to sexual assault).
 - k. Section 3124.2 (relating to institutional sexual assault).
 - l. Section 3125 (relating to aggravated indecent assault).
 - m. Section 3126 (relating to indecent assault).
 - n. Section 3127 (relating to indecent exposure).
 - o. Section 3129 (relating to sexual intercourse with animal).
 - p. Section 4302 (relating to incest).
 - q. Section 4303 (relating to concealing death of child).
 - r. Section 4304 (relating to endangering welfare of children).
 - s. Section 4305 (relating to dealing in infant children).
 - t. A felony offense under Section 5902(b) (relating to prostitution and related offenses).
 - u. Section 5903(c) or (d) (relating to obscene and other sexual materials).
 - v. Section 6301 (relating to corruption of minors).
 - w. Section 6312 (relating to sexual abuse of children).
 - x. Section 6318 (relating to unlawful contact with minor).
 - y. Section 6319 (relating to solicitation of minors to traffic drugs).
 - z. Section 6320 (relating to sexual exploitation of children).
2. An offense designated as a felony under the act known as The Controlled Substance, Drug, Device and Cosmetic Act (the Act of April 14, 1972 (P.L. 233 No. 64)).
3. An offense similar in nature to those crimes listed in paragraphs 1 and 2 under the laws or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation or under a former law of the Commonwealth of Pennsylvania.

OUT OF STATE / OVERNIGHT TRIPS

SHALER AREA HIGH SCHOOL

RECEIVED
SHALER AREA SCHOOL DIST

OCT 06 2015

DR. BRYAN O'BLACK

Group FRANCE TRIP SUMMER 2016 Date Submitted 10/2/15
Sponsor(s) Andy Koller Phone Ext. 509-628-6397
Destination FRANCE (French Riviera, French Alps, Burgundy, Loire Valley, Paris)
Date(s) of Trip Wed, June 22nd - Tues., July 12 2016

Purpose of Trip: Improve cultural understanding & points of view, see value in differences, real communication in target language, increase knowledge of current events, increase appreciation for history & the arts, create international friendships, increase problem-solving and coping skills, increase positive self-concept & greater self-confidence, enhance college application materials, expand career opportunities in global economies

Costs:

Approximately \$4,500 plus individual spending money of \$700 - \$1000 dollars

Method of Fundraising:

Parents will take on fundraising if they are willing. Monies earned will be distributed evenly to those participating in events.

Number of Teacher Substitutes Needed None
Number of Days for Each Substitute None

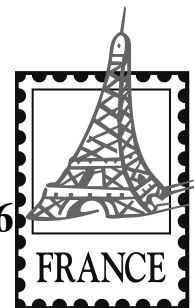
APPROVAL

YES	NO		Signature	Date
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Activities / Athletic Director	<u>[Signature]</u>	<u>10/5/15</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Principal	<u>[Signature]</u>	<u>10-5-15</u>
<input type="checkbox"/>	<input type="checkbox"/>	Superintendent	<u> </u>	<u> </u>

PROGRAM ENROLLMENT BOOKLET

Travel & Family-Stay Program to France

Shaler High School (with Sehome/Squalicum HS) ~ Summer 2016



Proposed Itinerary: (Subject to change pending confirmation)

21-day Antibes, Avignon, FS Annecy, Beaune, Dijon Tours, Paris

Day 1 22-Jun Wed Depart U.S. for Nice

Depart U.S. (Sehome/Squalicum from Seattle; Thaler from Pittsburgh); overnight flight abroad; in-flight dinner and snack

Day 2 23-Jun Thu Nice ~ Antibes

Connecting flight to Nice; bus to Antibes. Spend time at the beach, go for a "promenade"; then enjoy a pre-arranged group welcome dinner

Day 3 24-Jun Fri Antibes ~ Excursion Côte d'Azur

Meet your bus for an excursion on the Côte d'Azur; visit a perched village, continue to Cagnes-sur-Mer, the perfume factories in Grasse, and St-Paul-de-Vence; visit the Matisse chapel in Vence; return to Antibes

Day 4 25-Jun Sat Antibes ~ Avignon

Depart Antibes by bus to see more of the Côte d'Azur; stop in Cassis for a boat ride in the Calanques; continue through Provence to Avignon.

Day 5 26-Jun Sun Avignon ~ Family stay in Annecy

Morning visits of Avignon. Afternoon bus to Montelimar (visit fabrique nougats); continue to Annecy. Meet host families, begin family stay.

Day 6 27-Jun Mon Family stay in Annecy

This is your time to be immersed in la vie française, sharing the daily life of your host family! Family stay continues Days 7 - 13.

Day 13 04-Jul Mon Family stay in Annecy ~ Excursion Chamonix

Day bus excursion to Chamonix; cable car to "Aiguille du Midi", highest peak in the Alps. Return to enjoy your last evening with your host family!

Day 14 05-Jul Tue Annecy ~ Beaune

"Au revoir" to host families; travel by bus to Beaune. Visit l'Hôtel-Dieu and stroll through this beautiful town in the heart of Bourgogne.

Day 15 06-Jul Wed Beaune ~ Tours (Loire Valley)

Depart Beaune by bus: discover the historic city of Dijon with a guided visit of a "cave". Continue to Tours: Stroll around le "Vieux Tours"!

Day 16 07-Jul Thu Tours ~ Excursion Châteaux

Bus excursion to visit two Renaissance châteaux; evening back in Tours.

Day 17 08-Jul Fri Tours ~ Versailles ~ Paris

Travel to Paris with a visit of Versailles en route. Spend the next few days visiting sites such as le Louvre, Notre-Dame, la Tour Eiffel and more!

Day 18 09-Jul Sat Paris

Paris visits as planned by teachers

Day 19 10-Jul Sun Paris

Paris visits as planned by teachers

Day 20 11-Jul Mon Paris

Paris visits as planned by teachers; pre-arranged group farewell dinner

Day 21 12-Jul Tue Paris ~ U.S.

Private bus to Paris/CDG Airport; return flights (Sehome/Squalicum to Seattle; Thaler to Pittsburgh); lunch & snack in flight

Group ID: AG12562

Inclusions:

- Roundtrip airfare including taxes and fuel
- 10 nights hotel accommodations - centrally located, students 3-4 to a room, and continental breakfast
- 9 nights family-stay arrangements organized by local L&F family-stay coordinator (family meals included)
- Motor coach on days 3, 4, 5, 13, 14, 15, 16
- Airport transfers on days 2, 21
- 2 pre-arranged dinners
- Entrance fee allowance (for sites, museums, activities as planned by group)
- Guided visits: Montelimar Nougat factory; Dijon and a Bourgogne cave
- Travel medical insurance
- Extensive student and leader preparatory materials

Exclusions:

- Passport or other document costs
- Meals not indicated as included
- Items not listed as included
- Spending money: about \$40/day suggested; less during family stay
- Baggage fees (currently one checked bag is free for overseas travel)

Estimated Price:

\$4595-\$4695 based 10-12 students and 1 leader (part of a combined group of 30-32 students)

Important! Final program price will be determined by number of participants and inclusions requested by group. Prices are based on projected airfares and exchange rates and are subject to change due to circumstances beyond the control of Language & Friendship, Inc.

Enrollment:

Deadline - October 30, 2015

- Complete application online, including family stay materials, by enrollment deadline.
- Print application form, sign, and turn in to teacher by deadline with initial \$800 check.

- **Save \$200!** Host an L&F foreign student (3-4 weeks)

For questions or additional information, contact

Andrew Koller: kollera@sas.d.k12.pa.us

Eligibility

Students applying for a Language & Friendship program must:

- ✓ complete 2 or more years of French study by the year of travel
- ✓ maintain good academic standing
- ✓ be in excellent health
- ✓ demonstrate excellent behavior
- ✓ conduct themselves in a mature manner, reflecting highly on themselves, their community, their country
- ✓ be committed to the group for the benefit and safety of all

Teacher/leaders may have additional requirements.

Important: Participation in this program is a privilege, not a right. Just as coaches (sports, debate, speech) select their teams, teacher/leaders for this program select students who meet and maintain expectations.

Eligibility criteria as well as Language & Friendship's Program Expectations must be followed in order to maintain eligibility.



Health

The fast pace and strenuous nature of group travel requires high energy, flexibility and resourcefulness. Success depends on being physically, medically and mentally prepared to fully participate and adapt in another culture.

It is vital that accurate information be given regarding health and behavior and that no information be omitted or misrepresented. Complete information is absolutely essential for the safety and well-being of the individual student as well as for the group.

Language & Friendship may require a Physician's Report and/or an Educator/Counselor Report to determine eligibility and to make sure leaders and host families have essential information.

It is important that teacher/leaders not be expected to take on the responsibility of caring for students who may need more supervision/care than possible when responsible for a group.

Program Expectations

These expectations apply to conduct both prior to and during the program abroad, both in and outside of the school environment.

1. I will respect my leader and the members of my group by being on time and participating in all planned activities and **pre-trip preparation meetings**.
2. I will make my best effort to speak the country's language. I will show interest, be engaged, and be helpful.
3. I agree to consciously limit the use of electronic devices so that I can focus on the country and the people I am visiting.
4. I will be a **safe traveler**: keep my passport/money safe; never venture out alone; stay in a group of 3 or more; not be distracted by technology.
5. I will treat people I meet with respect and discretion, as I am a guest in their country.
6. I will abide by the curfews set by my leader
7. I agree to act, speak and dress appropriately, in a manner that is respectful of the culture I am visiting. I will not use inappropriate language and will not have inappropriate physical contact.
8. I will not engage in romantic/sexual involvement.
9. I will not participate in any illegal actions either in the U.S. or in the country I am visiting, such as consuming alcohol, using tobacco or other controlled substances, stealing, etc.
10. I will not have my body pierced or tattooed while abroad.
11. I will not drive any motorized vehicle, nor will I be a passenger on a two-wheeled motorized vehicle, while abroad. High-risk activities such as climbing, riding in a private plane, etc, require prior written permission of my parents.
12. I will be responsible for any loss or damage to any personal or public property, and pay damages.
13. I will be responsible for having a valid passport and any other documentation that is required. I understand that I am responsible for any expenses incurred in obtaining these documents or in replacing them if they are lost.
14. If I have any questions or concerns while abroad, I agree to first contact my leader, or during the family stay, the local coordinator, instead of my parents.
15. I agree to abide by all my leader's rules and accept my leader's word as final.

Failure to abide by these expectations may result in removal from the program.

This was a life-changing experience for our daughter and opened her eyes to a new world. It provided wonderful new friendships and gave her new perspectives. We are very thankful.

Jacki Westerkamp, parent, Bettendorf IA



Why Travel Abroad?

This is no ordinary trip!
A **language-focused travel** and **family-stay** program:

- ✓ improves understanding of other cultures and points of view
- ✓ encourages us to see value in differences as well as in similarities
- ✓ creates a real-life opportunity to communicate in the language being studied
- ✓ increases knowledge of current events
- ✓ increases appreciation for history and the arts
- ✓ creates international friendships
- ✓ cultivates the ability to deal with others in a positive and effective manner
- ✓ encourages self-reliance and promotes personal responsibility
- ✓ provides an opportunity to budget money for a worthy goal
- ✓ develops skills to deal with challenges you will experience in daily life
- ✓ contributes to the development of a positive self-concept and greater self-confidence
- ✓ enhances college applications in today's competitive environment
- ✓ expands career opportunities in a global economy

Additionally, traveling with a school group allows students to benefit from teacher experience during pre-program preparation as well as during actual travel time.

Quotes From Past Travelers

I would like to thank L&F for this wonderful experience. I could tell that everything was planned very carefully and everyone was very kind to me. My family stay was amazing!

Walker Stole, Park HS, Livingston, MT

I got to know a whole new culture, not just through the eyes of a tourist, but by living with a family and seeing the inside of the culture. *Olivia Downing, Minneapolis Washburn HS, MN*

I learned that if I do something new, great things can come from it. The experience was priceless.

Katherine Shelkey, Minot HS, ND

Our family-stay coordinator was exceptional - friendly, kind and organized. She clearly cared about each student and family. *Sonya Morrison, teacher, Bellingham HS, WA*

I learned that we are all very similar people, who only happen to speak different languages.

Anthony Skaleski, St Thomas More HS, SD



It doesn't matter what may be going on in the world; people want to believe the best about you. Being able to become friends and share good times without really knowing each other's language perfectly – it was the smiles that said it all.

Julie Arnold, Iowa City HS, IA

I was delighted by the entire experience for my students and most especially by the information, support and assistance that the Language & Friendship team provided.

Paul-Léon Tuzeneu, teacher, Harpeth Hall, Nashville, TN



HOST a student or leader!

PREPARE for your own family stay! Practice makes perfect!

EARN A DISCOUNT/REBATE of \$100-\$200 off your program price, each time you host!

RECIPROCATE! Someone will soon host you! Take the opportunity to give back by hosting a French-speaking or Spanish-speaking student during the summer.

Complete a host family application at the same time that you complete your travel application – click on ADD ACCOUNT to get started - **it's that easy!** You will be making a real difference in someone's life – including your own!

"The best part was seeing how much Corentin enjoyed experiencing life in the U.S. It also helped us as a family pay attention to and appreciate the things we value here."

Carnahan Family, New Berlin, WI

Travel Documents

Travelers are responsible for having valid travel documents for the destination country.

U.S. Citizens: Passport www.travel.state.gov/passport Passports must be valid 6 months beyond travel dates.

Non U.S. Citizens: must have a valid passport or travel document and may need one or both of the following:

- visa/s for entry into the destination country/s: You must contact the consulate/s directly for information
- U.S. re-entry permit: You must contact U.S. Citizenship & Immigration Services www.uscis.gov

Travel/Medical Insurance

As a Language & Friendship participant, you will be automatically enrolled in the Core™ Travel Medical Insurance program. The **automatic “core” coverage** while you travel with L&F includes the following:

Medical Expense	\$50,000
Emergency Medical Evacuation	100% of covered expenses
Tail Medical Coverage	\$10,000
Emergency Dental	\$1,000 injury \$250 pain
Accidental Death	\$10,000
Permanent Total Disability	\$10,000
Return of Remains	100% of covered expenses
Trip Cancellation*	\$1,000
Emergency Reunion/Trip Interruption	\$3,000
Security Evacuation	\$10,000

*Trip cancellation coverage takes effect once your program cost is paid in full.

Upgrade Choices: You will have the option to purchase upgrades for your insurance beyond the “core” benefit package to suit your preferences. There are four different kinds of upgrades:

- Upgrade to a coverage plan with higher benefit limits
- Purchase additional trip cancellation coverage. (This covers a medical emergency or death of a participant or immediate family member, or substantial destruction of your residence by fire or weather.)
- Add baggage and personal effects coverage.
- Add extensions of coverage. (Extensions allow you to be covered for travel you might want to do immediately after your L&F program.)

Approximately 3 months prior to your departure, you will be able to log in to your Core™ account. You can then purchase upgrades online up until the day before you leave for your international journey.

A link to the complete description of coverage, limitations, and exclusions is available when you create your account on the Language & Friendship website.

Travel Safety

Language & Friendship is committed to providing a safe, educational experience for each participant. Extensive preparation materials are provided to help ensure safety, inspire self-confidence, and facilitate communication. We believe that creating international friendships and increasing our understanding of other cultures is an invaluable contribution to world peace.

Sharing the belief that it is essential to proceed thoughtfully as we organize our programs, we regularly monitor the website of the U.S. Department of State, which issues information regarding travel abroad. We are in frequent communication with our extensive network of teachers overseas who inform us of each region’s political climate firsthand.

Following are the types of notices issued by the U.S. Department of State:

A Worldwide Alert is a general issuance that advises travelers to exercise caution and to take appropriate steps to increase their security awareness. Cancellations in this case follow our regular cancellation policy.

A Travel Alert is issued to give information about short-term conditions in a particular country or region. Examples of these conditions could be election-related demonstrations or other high-profile events such as international conferences, natural disasters, anniversaries or threats of terrorist events, or health alerts.

Note: Our programs continue to operate in these circumstances. Cancellations in this case follow our regular cancellation policy.

A Travel Warning is issued to advise travelers to strongly consider not going to a certain country due to unstable government, civil war, ongoing intense crime or violence, or frequent terrorist attacks.

Note: Such a warning has not been issued for any of our destination countries during past years. However, our Travel Warning Protection provides coverage for this issuance.

Travel Warning Protection

Language & Friendship provides the following limited protection for all L&F travelers:

If an official U.S. Department of State Travel Warning for the destination country is issued or in effect within 90 days of departure, L&F participants will receive a full refund less \$400 - \$600 (depending on the length of the program) to cover deposits and administrative costs.

Payment Policy

Initial payment (with application)

- must be made by check, cashier's check, or money order, payable to Language & Friendship, Inc.
- is collected by the organizing teacher on or before the due date and sent to L&F together as a group.

Subsequent payments

- by check, cashier's check, or money order:
 - ✓ payable to Language & Friendship
 - ✓ postmark by due date
 - ✓ please allow up to 14 days for checks to be processed
 - ✓ participant mails directly to Language & Friendship office
 - ✓ school name + student name in memo line
- by credit or debit card:
 - ✓ online payment by logging in to your Language & Friendship account online

Note:

- Please mark your calendar with the payment dates below. Invoices are mailed only for the final balance due.
- Any earned discount will be credited when the final balance is due.
- Groups of fewer than 10 may require instant airline ticket purchase resulting in a modified payment schedule.

Fees:

- Late payments and late/incomplete materials are charged a **\$40 fee** and may jeopardize a student's participation.
- Participants applying after the group's enrollment deadline are charged a \$40 late enrollment fee and are to submit the amount of any payments past due. Depending on the date of enrollment, there may be an additional airfare charge.
- Returned checks are charged a \$40 fee and must be replaced with a cashier's check, money order, or online card payment.

Payment Schedule	
Oct 31	\$800
Nov 30	\$800
Jan 15	\$800
Mar 1	\$800
Apr 15	Balance due
<i>Balance due amount is sent 2-3 weeks before due date. Estimated program price is on page 1. Final program price is based on actual number of travelers and inclusions.</i>	

Cancellation Policy

- Written notice of cancellation to Language & Friendship by participant or parent is required. Notice must be e-mailed or faxed to the L&F office.
- "To be determined" means that the exact amount to be refunded is limited to the amount of monies recoverable at the time.
- Language & Friendship reserves the right to cancel a student's participation should there be academic, behavioral or medical issues. Cancellation fees apply.
- Cancellation fees apply to anyone forced to cancel due to lack of documentation (e.g. passport, visa, etc.).
- Refunds are made in the form of a check written to the person/s making payments on the account.
- Groups of fewer than 10 may require instant airline ticket purchase resulting in a modified cancellation schedule.

Cancellation Fees	
Before Oct 15:	\$100
Oct 15 - Nov 15:	\$200
Nov 16 - Dec 15:	\$300
Dec 16 - Jan 15:	\$400
After Jan 15:	To be determined

Instructions for Enrollment

TRAVELER APPLICATION

Complete ONLINE:

- ✓ Go to www.languageandfriendship.com/login
- ✓ Create your online L&F account. You will need your Group ID: AG12562
 - If your family already has an online L&F account (from hosting or previous sibling travel), please log into that account and add your new traveler account from there. Click "Add Account".
 - If you are creating a first-time L&F account, make note of your username and password as you will need it to access your account for future online materials and payments.

1. Complete each section of enrollment materials:

- ✓ Traveler
- ✓ Family
- ✓ Health
- ✓ Photo - upload a passport-style, headshot photo

Username: _____
Password: _____

2. Review your application form with your parents

2a. Are you applying as an early bird? or are you applying in the fall?

If early bird: Continue to step 3. You will complete Family Stay Materials by fall enroll date.

*If applying in the fall: Complete Family Stay Materials (see below) **BEFORE** steps 3 & 4.*

3. Click "Review/Submit Application" to review and print your enrollment application form

4. Both you and your parents read & sign release on page 2 of printed enrollment application

Attach your payment to your application form by paper clip

- ✓ See Payment Schedule on page 5 for amount
- ✓ Make check payable to Language & Friendship
- ✓ Write student name on check memo line



Note: This initial payment must be made by check, cashier's check, or money order. Future payments may be made online by credit/debit card or by check mailed to L&F office.

Give application form and payment to your organizing teacher by the date indicated on page 1.

You will receive an acknowledgment e-mail from Language & Friendship when your application is processed.

Note: Late enrollments and missing items are subject to a late fee (see Payment Policy).

FAMILY STAY MATERIALS

Complete each section ONLINE:

Deadline - October 30, 2015

A. Family-Stay Questionnaire

- ✓ Complete the questions thoughtfully according to your interests and what you hope to learn & share.

B. Photos for Host Family

- ✓ Upload two photos to share with your host family - Maximum 2 MB each
 - one of your family
 - one of yourself in a favorite place or doing a favorite activity

C. Letter to Host Family

- ✓ Write a draft of your letter using L&F's Letter-Writing Guidelines (see page 7; also available online)
Be creative! Have your letter make a statement about who you are.
- ✓ Have your teacher review your letter and make suggestions for improvements
- ✓ Type your letter in your online account in the space provided - *Note there is a minimum/maximum!*
250 word count min; 500 max.
- ✓ Be sure to end with a closing and sign by typing your name.

Letter-writing Guidelines

This vocabulary is intended to be helpful, not to create a form letter.

Be creative! Have your letter make a statement about who you are.

	FRENCH	GERMAN	SPANISH
1. Starting your letter			
Dear family or host family	<i>Chère famille</i>	<i>Liebe Gastfamilie</i>	<i>Querida familia</i>
2. Basic Information			
Your name	<i>Je m'appelle</i>	<i>Ich heiße...</i>	<i>Me llamo</i>
Describe where you live	<i>J'habite à</i>	<i>Ich wohne in...</i>	<i>Yo soy de....</i>
- your city, state, area of the US.			
- geography, industries, pastimes, history			
Your age	<i>J'ai...ans.</i>	<i>Ich bin... Jahre alt</i>	<i>Yo tengo ...años.</i>
Your family, names and ages	<i>frères, soeurs...</i>	<i>Bruder, Schwester..</i>	<i>hermano/a</i>
- younger? older? pets? <i>Describe them!</i>	<i>chat/chien</i>	<i>Katze/Hund</i>	<i>gato/perro</i>
Parents and their professions	<i>Mon père/ma mere</i>	<i>Mein Vater/meine Mutter</i>	<i>Mi padre/mi madre</i>
3. What you like to do			
Be as precise and detailed as you can be. List what you actually do/play and games you like to just watch; what you enjoy doing alone or with friends. How do you spend your free time, your weekends, your holidays? Do you have a part-time job? Do you participate in certain school activities?			
On the weekends...	<i>les week-ends</i>	<i>die Wochenenden</i>	<i>los fines de semana</i>
With friends...	<i>avec mes amis</i>	<i>mit Meinen Freunden</i>	<i>con mis amigos</i>
Sports (I like to play/I play)	<i>J'aime jouer / je joue au...</i>	<i>Ich spiele gern</i>	<i>Yo juego...</i>
Instruments	<i>Je joue de...</i>	<i>Ich spiele...</i>	<i>Yo toco....</i>
Other activities	<i>J'aime lire ..</i>	<i>Ich mag lesen...</i>	<i>A mi me gusta leer...</i>
Your favorite subjects	<i>A l'école, j'aime le français...</i>	<i>In der Schule mag ich Deutsch</i>	<i>Me gusta la clase de español</i>
What you would like to become	<i>Plus tard, je voudrais être...</i>	<i>Später möchte ich...werden</i>	<i>Me gustaría estudiar/ser</i>
4. What your family does together Any special traditions your family has?			
With your family	<i>Avec ma famille, nous...</i>	<i>Mit meiner Familie...</i>	<i>Con mi familia...</i>
Your vacation	<i>Pendant les vacances...</i>	<i>Während der Sommerferien</i>	<i>Durante las vacaciones</i>
5. Thanking your host family in advance			
Thank you for inviting me...	F: <i>Merci beaucoup de m'inviter chez vous. or C'est gentil à vous de m'inviter.</i> G: <i>Danke für Ihre Einladung.</i> S: <i>Gracias por recibirme en su familia. Tengo muchas ganas de conocerles.</i>		
Thank you for your hospitality	F: <i>Je vous remercie d'avance de votre hospitalité.</i> G: <i>Ich bedanke mich im voraus für Ihre Gastfreundlichkeit.</i> S: <i>Les agradezco de antemano su hospitalidad.</i>		
Thank you for letting me be a part of your family	F: <i>Merci beaucoup de m'accueillir comme membre de votre famille.</i> G: <i>Vielen Dank, daß ich bei Ihnen Gast sein dürfte.</i> S: <i>Muchísimas gracias por dejarme ser parte de su familia durante unos días.</i>		
6. ASK QUESTIONS... What are you curious to learn about them and about their country?			
7. How to end your letter			
I look forward to meeting you	F: <i>J'ai hâte de vous connaître.</i> G: <i>Ich freue mich, Sie bald kennenzulernen.</i> S: <i>Estoy muy ilusionada con esta experiencia.</i>		
Please write back	F: <i>Ecrivez-moi, s'il vous plaît.</i> G: <i>Bitte antworten Sie mir.</i> S: <i>Les ruego que me escriban.</i>		
Closing	F: <i>Amicalement or Amitiés</i> G: <i>Mit freundlichen Grüßen</i> S: <i>Atentamente</i>		

Language & Friendship's Mission Statement

The mission of Language & Friendship is to provide meaningful intercultural opportunities through short-term travel and family-stay programs abroad as well as through hosting opportunities in the U.S.

Emphasis is on the creation of quality, educational programs and a strong commitment to intercultural and language-oriented education. L&F's Student Guidebook and extensive Study Materials help prepare participants for a successful experience.

L&F reinforces communication as a key to understanding other cultures. Knowledge of other languages, an eagerness to improve communication skills, and a curiosity for learning permit greater understanding. By encouraging growth and curiosity through hosting and travel, we are developing an awareness of our role as world citizens and are moving in the direction of a more peaceful world.

Family Stays ~ Why & How?

Why? One can always be a tourist; a family stay is a unique opportunity to be immersed in the language and culture in a personal way. A family stay abroad brings valuable growth in communication skills and self-reliance that has a lasting impact on a student's future.

Who? Teachers and coordinators abroad who are personal friends of Language & Friendship staff organize the family stays. We are fortunate to have had many years building relationships with dedicated teachers abroad who, like the teachers we work with in the U.S., want their students and communities to have international friendships that broaden horizons, increase cultural understanding and promote language study.

How? Teachers/coordinators find families in their own schools and communities and personally meet each of the families in their homes to discuss the goals of the program. They are dedicated to providing a good experience for each student and family. Host families volunteer to receive a student into their homes, welcoming them in recognition of the educational benefit that hosting brings to the whole family.

You! The success of your family stay depends a lot on you – on your interest, openness and willingness to give of yourself. L&F and your teacher will provide lots of help to prepare you for this adventure!

Experienced Staff

Language & Friendship, Inc. has a staff with more than 100 years of combined experience in intercultural and educational programs. The benefits of this expertise are reflected in the high-quality service provided. Language & Friendship was created in 1988 to offer maximum personalized service and custom-designed programs.

Staff experiences include: advanced degrees in foreign languages; personal family-stay experiences; living in Europe; teaching experiences; leading students abroad; working at places such as the Concordia Language Villages and other educational student travel programs.

Language & Friendship – our name says it all. At L&F we do what we do out of our love of languages, cultures and a passion for travel. Our lives have been enriched by friendships formed through travel and living abroad, as well as by foreign students we have hosted.

L&F is very proud of its **Pro Lingua Award** granted by the Minnesota Language Teachers' Association. The award recognizes outstanding service to and support of linguistic and cultural education by a person or organization from outside the language teaching profession in Minnesota.

Naomi Thomsen, the founder of Language & Friendship, Inc., was presented in 2004 with the **Chevalier dans l'ordre des Palmes Académiques**, the French government's highest honor to those who have advanced the cause of French culture and language.



Language & Friendship, Inc.
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www.languageandfriendship.com



LANGUAGE &
FRIENDSHIP, INC.

FRANCE 2016

M. Koller

Your Guide

- My travel experience:
- My student travel experience:
- Family-stay experience:





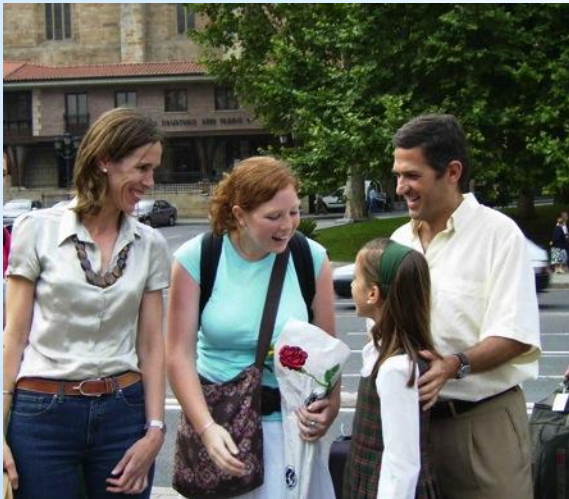
Why Language & Friendship?

- They work with each group to plan a program that fits the needs of the students
- They reinforce communication in the *language* as a key to understanding the culture.
- They include a family stay to give an immersion experience and create international *friendships*.
- They offer short-term hosting opportunities in the USA.
 - Discounts for those who travel. Double your international friendships!
 - An incredible opportunity for those unable to travel to bring the culture to their doorstep!
- They have experienced staff of 8 women ~ former language teachers who understand our priorities. (*Review back page of Program Application Booklet – L&F's Mission Statement and Staff info*)



Value of a Language & Friendship Family Stay Program

WHY? One can always be a tourist, but a family stay is a unique opportunity to be immersed in the language and culture.



“The family stay was incredible! There is no way to describe what I learned and what memories I will have for the rest of my life. The experience was priceless.”

~ Alex Menard, Bettendorf, IA (above center)



Family Stay – WHO & HOW?

FAMILY STAY COORDINATORS ABROAD

- Language & Friendship has an extensive network of teachers and friends abroad who dedicate themselves to the work of creating international friendships.
- They find quality families in their school and community.
- They meet with each host family personally to discuss the goals of the program.
- They are present for the duration of the family stay, available to address questions and concerns.





Family Stay – Host Families in France

- VOLUNTEER to welcome students. Not paid.
- ONE student placed with each family.
- Host families see the educational benefit for their entire family
- Most families have children near the age of the American student.
 - Some families with younger/no children want to host, too. If so, they give the American student the opportunity to meet other teens.
- Matches are based on interests of student and family.
 - Not based on gender





Family Stay – Your Teacher

- Available to help student and offer support during stay.
 - Students will have teacher's contact information.
- Will work with family-stay coordinator, host family and student if there are any questions or concerns.

What L&F teachers say about L&F Family-Stay Coordinators:

Both Anca and Myriam are amazing coordinators! They are now my friends!

Mireille and Murielle are both wonderful & really take their jobs seriously. They put a lot of thought into their placements.

Michael and Marcela are the best! They were organized, helpful, caring. You can really tell they love what they do.

Françoise is amazing! She works so hard at matching. She has a gift!



Family Stay – YOU!

- The success of your family stay depends a lot on YOU (the student) – on your interest, openness and willingness to give of yourself. You will have in-depth preparation for this cultural experience:
 - “What would you say? / What would you do?” practice scenarios
 - Student Guidebook preparation information
 - Making the most of your stay
 - Greetings
 - Meals
 - Going out
 - Following family routines
 - Spending money
 - Rules
 - Phone/Computer Use

New sisters – new friends!





Our Itinerary



Price includes:

- Roundtrip airfare, including estimated taxes, fees and fuel
- Hotel accommodations including breakfast
- Family-stay arrangements (meals with host family)
- Transportation in country
- # pre-arranged dinners
- Entrance fee allowance
- Medical/accident insurance
- Extensive preparatory materials

Estimated Price: \$4,595 - \$4,695

based on 30-32 students and 3-4 leaders

(finalized in December for Spring groups and in March for Summer groups)



Price does **NOT** include:

- *Passport costs*
- *Lunches during travel portion (unless indicated)*
- *Dinners that are not pre-arranged during travel portion*
- *Spending money (about \$40 per day; less during family stay)*
- *Any items not listed as included*

Language & Friendship does its best to carefully estimate airfares, fuel costs, and exchange rates. These costs are subject to change due to circumstances beyond the control of Language & Friendship.

Possible Discounts for you:

- Hosting discounts: \$100-\$200 depending on length of hosting period (\$100 for 2-week school group program; \$200 for 3 or 4 weeks)



Program Eligibility and Expectations

Behavior before trip:

- Must maintain good academic standing, demonstrate excellent behavior, and be in excellent health.
- Must attend all preparatory meetings and demonstrate a commitment to speaking the language and learning how to be a good and safe traveler.

Behavior during trip:

- Respect teacher/s and members of group, never venture out alone, abide by curfews.
- No alcohol, smoking, drugs, sexual involvement, tattoos or piercings, or anything else that endangers your safety, the safety and well-being of the group.

Complete Program Expectations are in Program Application Booklet and on L&F website. Parents and students sign application stating that they agree to these and will also sign a copy of the Program Expectations.

Eligibility, cont'd

IMPORTANT: Good Health!

- ✓ Group travel is very strenuous: requires energy and flexibility!
- ✓ Must report **accurate and complete information** about health on application form!
- ✓ Some cases may require report from physician and/or educator or counselor.
- ✓ Students must be able to self-manage any medication or health issues. (Teacher's responsibility is to the WHOLE group! Can't be expected to cater to individuals.)
- ✓ *Proven commitment, ability and desire to use the French language for long periods of time without reverting to English!*

Why Travel Abroad?

- ✓ Improves understanding of other cultures and our own culture
- ✓ Creates international friendships
- ✓ Offers real-life opportunity for students to use the language they've been studying
- ✓ Develops self-reliance and personal responsibility
- ✓ Enhances college and job applications

“It allowed me to hear how the language is actually spoken rather than how it is in a textbook. I felt completely immersed in a culture that was entirely new to me. I was forced to get accustomed to the differences, and it was a pleasure to do so!”

Justin Wirsbinki, Eagan High School, Eagan, MN

Saving/Earning money

- Baby-sitting, yard work, part-time jobs, garage sale...
- Ask family/relatives to give money for birthday and holiday gifts to put toward trip

“You grow as a person; you connect with the culture; you connect to your own culture; you have a new appreciation for language; you learn from all the new experiences (the good & bad ones).”

Athena Aspnes, Sehome HS, Bellingham, WA (student)



Safety and Insurance

- Safety of participants is primary concern of Language & Friendship:
 - ❖ L&F pays attention to world events and statements issued by U.S. Department of State.
 - ❖ L&F is in constant contact with coordinators abroad to stay informed of events in target country.
- All participants covered by health and accident insurance for duration of program abroad.

(See details on page 4 of Enrollment Booklet.)



Your Family Stay Placement

*Typically, matches are received **3-4 weeks before departure**. Sometimes it can take a little longer, but rest assured a host family will be anxiously awaiting your arrival. 😊*

- 1) After making all of the matches, the **Language & Friendship Family Stay Coordinator abroad** sends the family-stay match list to the L&F office in the U.S..
- 2) Your **L&F Program Coordinator** creates a placement letter and sends it to your **teacher**.
- 3) Your teacher will distribute the placement letters to **students**.
- 4) You will receive the following information about your host family.
 - Family Name
 - Address
 - Parent Names and Occupations
 - Phone number(s)
 - Sibling names and ages
 - Email address(es)

Begin corresponding right away!

Students, please DON'T sign up if you...

- have expectations of partying/drinking with friends while abroad.
- won't be able to make our meetings.
- won't be able to separate yourself from your cell phone.
- are not willing to make the effort to speak the language.
- refuse to pack all your things in a backpack or 22" suitcase.
- are an extremely picky eater and won't take chances with new foods.
- won't be able to keep up with the physical rigors of the trip (i.e. LOTS of walking!).



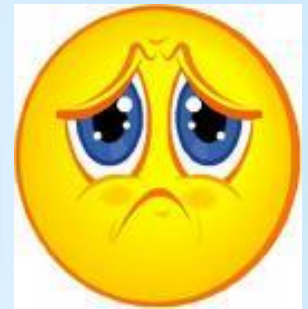
Students, DO sign up if you...

- are curious about a new culture and its people.
- are adventurous and ready to try new experiences and new foods.
- are flexible and able to adjust to the unexpected.
- are ambitious and motivated to learn.
- are independent and are able to be away from home and friends.
- are social and interested in making new friends.
- are open, tolerant and respectful of others.
- appreciative of the efforts of others (teachers, parents and host families).



Parents shouldn't sign you up if...

- they cannot go without hearing from you for a few days.
- can't live without you for a couple of weeks.



(Students may have the chance to call/email parents occasionally, but do not expect daily or hourly updates!)

Assume no news is **great** news!



Frequently Asked Questions

(See L&F website for further FAQs.)

➤ What are the steps for getting a passport?

- Go to www.travel.state.gov and click on the passport tab (websites listed on Page 4 of Program Application Booklet).
- Different requirements/cost for students under 16.
- Apply soon! (The sooner, the better!)



NOTE: Non-US Citizens must have a valid passport document and are responsible for confirming what documentation may be needed to enter the foreign country and return to the U.S..

FAQs

- How do we communicate meeting times and dates?
 - We communicate these meetings by email and by announcements.

- What if I cannot make it to a meeting?
 - You will need to attend a make-up session.



FAQs

- Is it possible to travel separately from the group?
 - All participants are required to depart the U.S. **WITH** their group. It is possible, however, to request a return at a later date. See L&F website to download policy and request form.

- Can I use frequent flyer miles or an airline pass?
 - It is very difficult and often impossible to get confirmed frequent flyer space during peak travel times when our spring and summer groups travel. It is essential that all participants depart the U.S. **WITH** their group. See L&F website for more information.



FAQs

- How much spending money is needed?
 - Spending money is needed for lunches, some dinners, and souvenirs. It depends on spending habits, but approximately \$40 per day is recommended to cover meals that are not included in the program price.
 - All meals are covered during the family stay (except for school lunches in some instances).

- What is the best way to take money abroad?
 - Debit/ATM cards (from your bank or VisaBuxx)
 - Credit cards
 - Small amount of foreign cash



- * Are parent chaperones needed on Language & Friendship trips?
- * No. It is Language & Friendship's policy to not accept parents on a student program since it is a language-focused teacher/student experience.

*FAQs



Hosting

Save \$200 when you host
in the summer (3-4 weeks)!



- L&F Family-Stay Coordinators abroad send their own students to be placed with American host families.
- A great way to prepare for your own family stay and understand what it is to be a good guest! 😊

*It's good to learn to host, share space, think of others.
Schaffer Family, Inver Grove Heights, MN*



What now?

- Make a decision return your decision RSVP form to Monsieur Koller anytime before next Wednesday, October 14.
- If you are a 'Oui!' *you will receive instructions on Thursday the 15th from M. Koller on how to complete the application, the letter to the family for the homestay and all the necessary paperwork.*
- **Remember, all application materials must be completed by Wednesday, Oct. 28 and given to Monsieur Koller with the deposit check for \$800.**



* Merci d'être venu et
d'avoir écouté!



Let them eat crêpes!

All aboard!!!!!!!!!!!!





Educational Tours

*Watch videos, read
reviews and enroll on your
teacher's Tour Website*

eftours.com/

1775972VD

This is also your tour number

PERU: LAND OF THE INCA

9 or 11 days | Peru

OUR MEETING WILL COVER:



Why travel is important



Where we're going



Our travel partner



The safety approach



**What's included and
what's not**



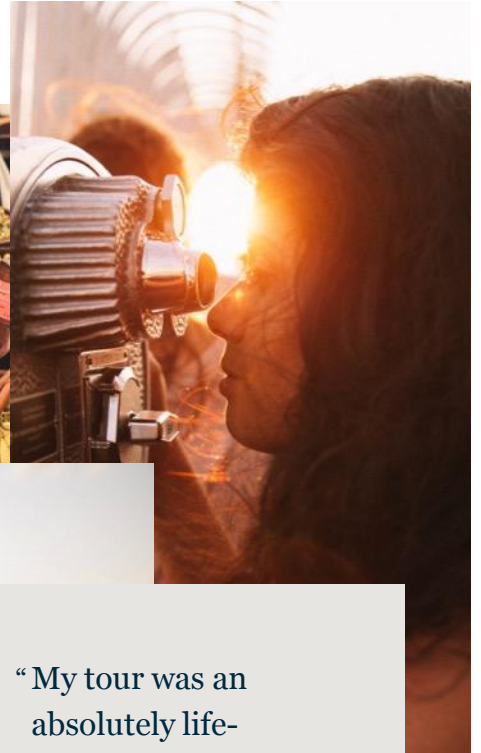
How to reserve your spot

WHY TRAVEL?

- Why I'm passionate about travel
- Why this tour is great for our group
- Helping students become global citizens



[Watch the video](#)



“My tour was an absolutely life-changing experience and inspired me to continue to travel the world.”

— Alivia L., Student

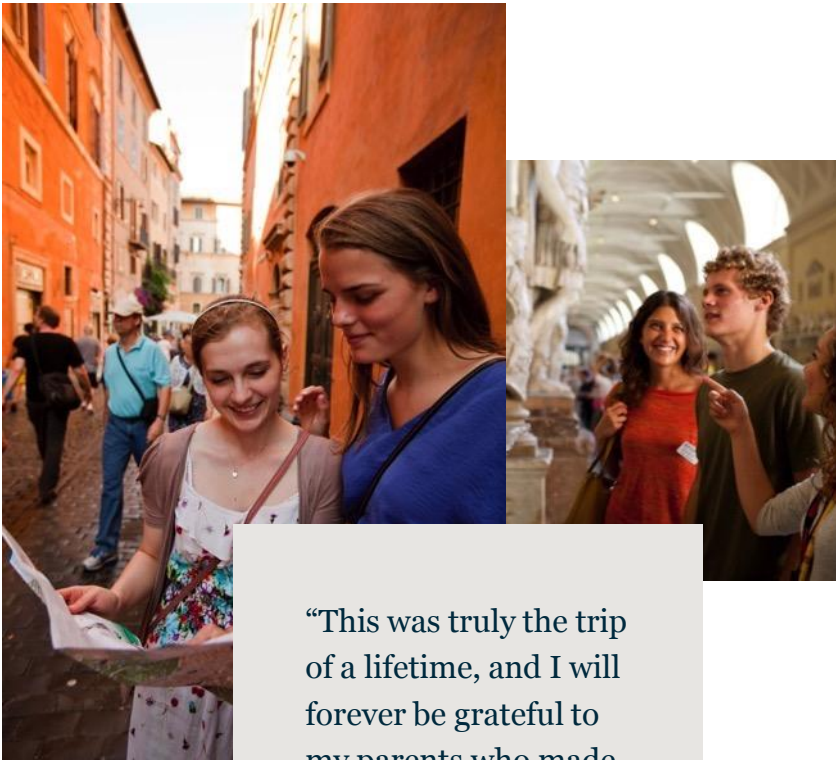
TOUR HIGHLIGHTS

Peru is an awe-inspiring portal to the world of the Inca, one of the world's great ancient civilizations. Spellbinding sites like Machu Picchu, informative exhibits at Lima's National Museum, and monuments like the temple in Cuzco bring it all into focus. The Peruvian culture of today is no less compelling—get a glimpse at one of its colorful street markets.



A MORE ENGAGING LEARNING EXPERIENCE

- Bring classroom subjects, people and places to vivid life.
- Help students become global citizens.
- Develop new perspectives that will give students an edge on their college applications (and in the college lecture hall).
- Spark a lifelong ability to take on any new experience with confidence.

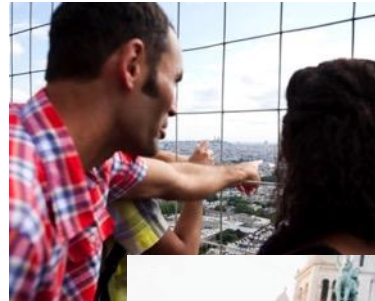


“This was truly the trip of a lifetime, and I will forever be grateful to my parents who made it possible.”

— Jessica S., Student

WHY EF?

- 50 years of experience
- Global and local presence
 - Over 500 schools and offices in over 53 countries, including Lima
- Educational value
 - Accredited, just like our school
 - Earn high school and college credit
- Incredible travel experiences at the guaranteed lowest price



“My department has been traveling with EF for over 20 years!”

— Heather V., Group Leader

EF'S COMMITMENT TO OUR SAFETY

- 24/7 Tour Director
- Chaperones
- 24-Hour emergency on-call service
- Peace of Mind policy
- My approach to safety





“Couldn't have asked for a better senior trip! Our tour guide, Andrés, was very kind and worked so hard to make everything perfect.”

— Lynsey M., Student



WHY GROUP TRAVEL?

Group travel keeps tours affordable, allowing more students to see the world

- Combined groups get the best value.
- Tour choice and departure date flexibility to match with other groups.
- Meet other students from around the country.
- Our departure date window is:
June 17th – June 25th

THE GLOBAL TRAVEL PROTECTION PLAN COVERS:

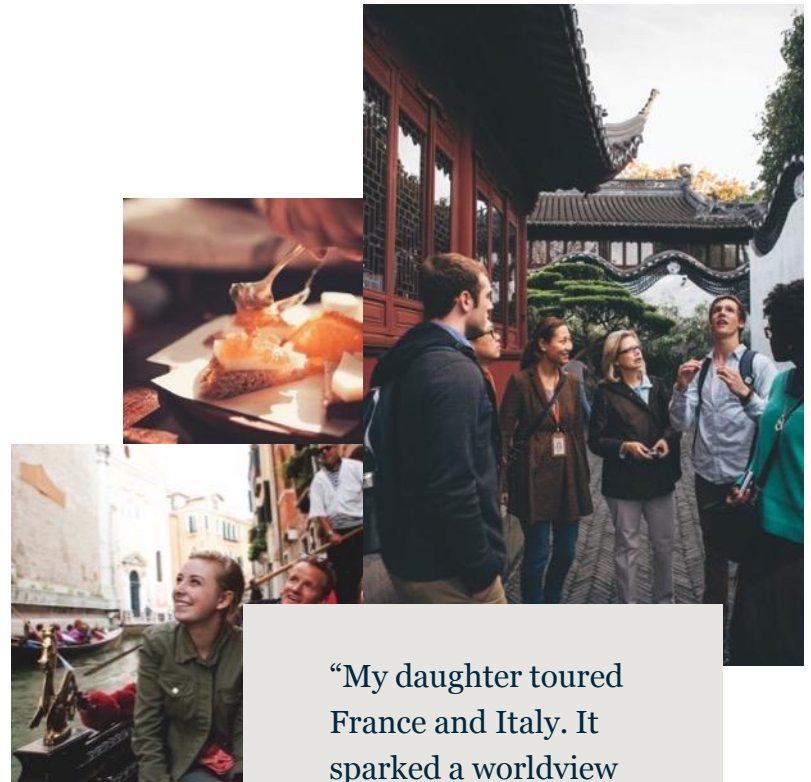
- Tour cancellation and interruption
- Illness and accident
- Baggage and property
- Flight delay
- 24-hour access to an English-speaking representative



WESHARE ENHANCES EVERY TOUR

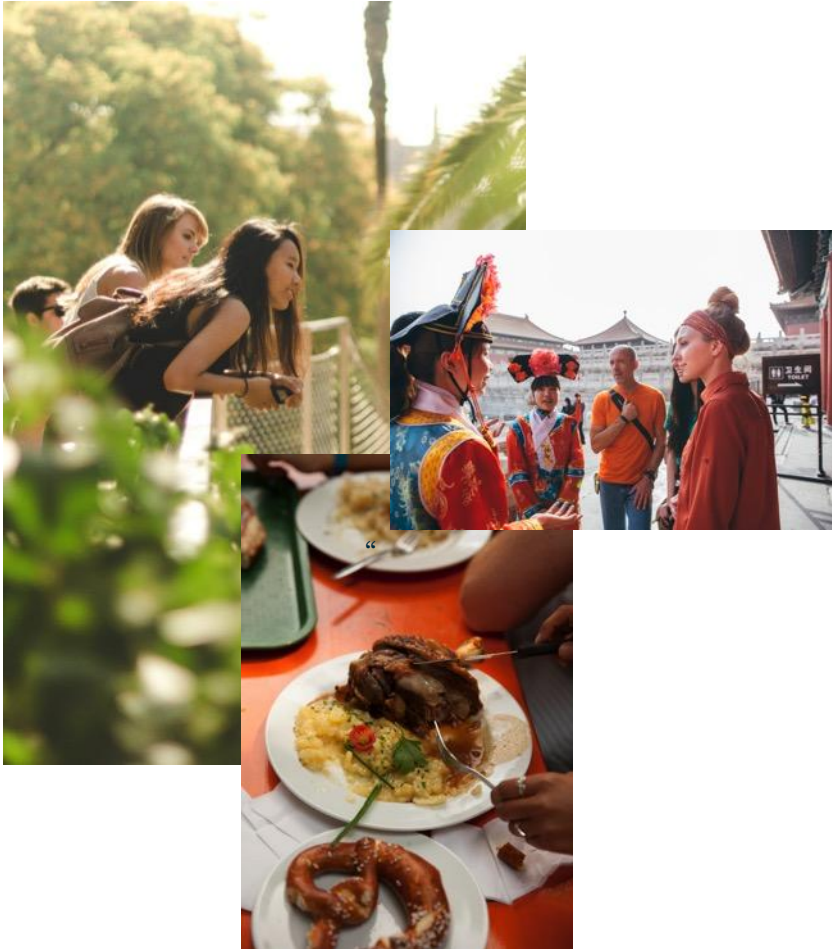
weShare is EF's online platform that takes every tour to a deeper, more engaging level

- **Before tour** students research destination-related topics that they feel passionate about.
- **On tour** students continue to explore these topics and engage in more in-depth learning.
- **After tour** students reflect through a creative project. This project is eligible for high school or college credit—and is a great asset for college applications.



“My daughter toured France and Italy. It sparked a worldview beyond the classroom. The journey is just beginning!”

—Carol B., Parent



WHAT ARE YOU RESPONSIBLE FOR?

These are all necessities each traveler will be responsible for.

Spending Money

For additional tour experiences, free time activities, souvenirs, beverages, lunches and snacks (\$30–\$65 per day)

Tips

For your Tour Director, bus driver and local guides (around \$10 per day)

Passport and/or visa fees

PASSPORTS AND VISAS

All travelers are responsible for securing necessary documentation

Passports

Valid passports are required for all travelers.
Passports may take up to 14 weeks to process.

Important Note: *Passports must be valid for at least six months after our return date.*

Visas

Non-U.S. citizens may require special visas or other travel documents.



EVERYTHING YOU GET

Program price includes:



Round-trip flights on major carriers



Hotels with private bathrooms



Breakfast and dinner daily



Comfortable motorcoach



Global Travel Protection Plan



Full-time, bilingual Tour Director



Educational itinerary



Sightseeing led by licensed local guides



Entrance fees to select attractions



weShare, EF's online platform for a deeper learning experience

PAYING FOR YOUR TOUR

EF Price Guarantee—your guaranteed lowest price will never change once you enroll

Program Price ¹ (includes extension) \$3,940

Includes:

- Round-trip airfare and on tour transportation
- Hotels with private bathrooms
- Breakfast and dinner daily
- Full-time Tour Director
- Daily activities, tours and entrances to attractions
- 2-day extension in the Amazon

Early Enrollment Discount [^] -\$200

Horseback Riding in Cuzco \$80

Community Visit \$0

Weekend Supplement \$35

Global Travel Protection \$155

EF's Peace of Mind Program ^{*} Free

Total for Students (under 20) \$4,010

19 monthly payments \$207/mo

Adult Supplement ² \$395

Total for Adults \$4,405

19 monthly payments \$227/mo



You pay:

**\$207 a month /
\$7 a day**



PAYMENT OPTIONS

- Pay in Full at Enrollment
- Automatic Payment Plan—Free
- Manual Payment Plan—\$50 Plan Fee

Call Customer Service to choose your perfect plan: 800-665-5364



“EF really knows how to make student tours not only so much fun, but really educational.”

— Andrea X., Group Leader



“It’s the best gift a
parent can give to
their child.”

—Barbara B., Group
Leader

WHO’S IN?

Reserve your spot now!

Online:

www.eftours.com/1775972VD

Phone: 800-665-5364

Tour Number

1775972VD

Application Deadline

December 1st

OUT OF STATE / OVERNIGHT TRIPS

SHALER AREA HIGH SCHOOL

RECEIVED
SHALER AREA SCHOOL DIST

OCT 06 2015

DR. BRYAN O'BLACK

Group Shaler Area Spanish Date Submitted 9/25/15
Sponsor(s) Rachel Anton Phone Ext. 1683
Destination Peru
Date(s) of Trip Mid-June 2017 6-21-2017
7-1-2017

Purpose of Trip:

TO allow students to experience Spanish in an authentic context, experience other cultures and to learn about an important ancient civilization - The Incas. Our trip to Spain was a success & many parents have asked me to do another trip. Peru is a safe country with a very rich culture ~~that will be~~ with many UNESCO Heritage Sites!

Costs: Trip - \$4,010

Money for

TIPS - \$100 / person

lunch and any souvenirs

Method of Fundraising:

(Peru is significantly less expensive to purchase food & clothing than Spain)

Through help of parents - various sales i.e. Yankee Candles or Chipotle Nights. Parents are welcome to contribute ideas. We will, of course, get ~~all~~ all fundraisers approved by Activities. I want to ~~to~~ have approval early so that more students have the opportunity to go on this trip.

Number of Teacher Substitutes Needed 0

Number of Days for Each Substitute 0

APPROVAL

YES

NO

Signature

Date

X

Activities / Athletic Director

Andy [Signature]

10/5/15

✓

Principal

[Signature]

9-28-15

Superintendent



Educational Tours

Watch videos, read
reviews and enroll on your
teacher's Tour Website

eftours.com/

1775972VD

This is also your tour number

PERU: LAND OF THE INCA

9 or 11 days | Peru

Peru is an awe-inspiring portal to the world of the Inca, one of the world's great ancient civilizations. Spellbinding sites like Machu Picchu, informative exhibits at Larco Museum, and monuments like Sacsayhuaman bring it all into focus. The Peruvian culture of today is no less compelling—get a glimpse at one of its colorful markets.

EVERYTHING YOU GET:



Full-time Tour Director



Sightseeing: 4 sightseeing tours led by expert, licensed local guides; 2 walking tours



Entrances: San Francisco Monastery; Larco Museum; Korikancha Temple; Maras salt ponds; Machu Picchu; Ollantaytambo; Sacsayhuaman Fortress; Ceramic studio



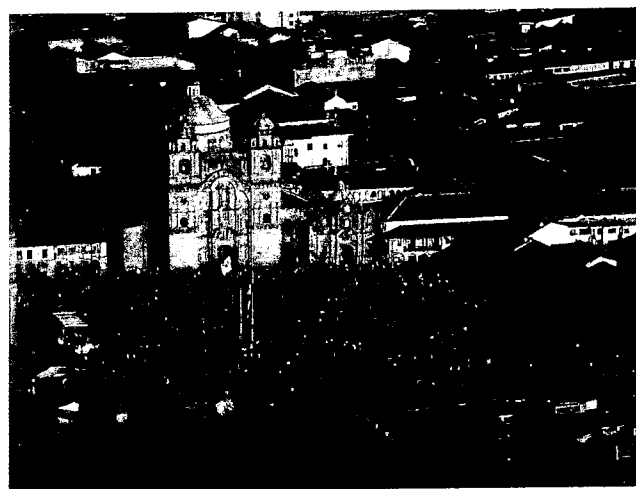
Experiential learning: Weaving demonstration; *With extension:* *Naturalist activities*



weShare, our online platform that taps into each student's interests for a more engaging learning experience



All of the details are covered: Round-trip flights on major carriers; Comfortable motorcoach; Train; Internal flights; 7 overnight stays in hotels with private bathrooms (9 *with extension*); Breakfast and dinner daily; (2 lunches *with extension*)



Anyone can see the world.

YOU'RE GOING TO EXPERIENCE IT.

As you can see, your EF tour includes visits to the places you've learned about in school. That's a given. But it's so much more than that. Immersing yourself in new cultures—surrounded by the people, the language, the food, the way of life—creates inspirational moments that can't be listed in an itinerary. They can only be experienced.

And the experience begins long before you get your passport stamped and meet your **Tour Director** in your arrival city. It begins the moment you decide to go. Whether it's connecting with other travelers on Facebook, Twitter or Instagram, or delving deeper into your destinations with our online learning platform, **weShare**, the excitement will hit you long before you pack your suitcase.

When your group arrives abroad, everything is taken care of so you can relax and enjoy the experience. Your full-time Tour Director is with your group around the clock, handling local transportation, hotels and meals while also providing their own insight into the local history and culture. **Expert local guides** will lead your group on sightseeing tours, providing detailed views of history, art, architecture or anything you may have a question about.

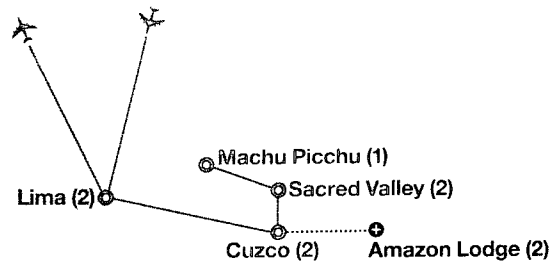
When your journey is over and you're unpacking your suitcase at home, you'll realize the benefits of your life-changing experience do not end. They have just begun.

@EFtours I attribute my college semester abroad to the love for travel I discovered on an EF Tour in high school #traveltuesday

— MELISSA, TRAVELER



Via Twitter



This tour may be reversed



Learn from your Tour Director and expert local guides



Inca ruins



Via Instagram

CHECK OUT WHAT A TOUR IS ALL ABOUT

Watch the videos at
eftours.com/

Your teacher's Tour Website

What you'll experience on your tour

Day 1: Fly to Peru

- Meet your Tour Director at the airport in Lima. Built on a coastal oasis at the foot of the Andes, Lima has served as Peru's capital since 1535. See vestiges of the city's rich colonial heritage, including the Government Palace, the Cathedral and the 17th-century San Francisco monastery. Prior to the Spanish conquest, the area was home to several Indian civilizations. You'll get a taste of contemporary Lima in the suburbs of San Isidro and Miraflores, which overlook the Pacific. At the Larco Museum, located in an 18th century mansion built over a 7th century pre-Columbian pyramid, you'll find the finest gold and silver collection from Ancient Peru, along with other outstanding examples of art and archaeological artifacts.

Day 2: Lima

- Take an expertly guided tour of Lima: Government Palace; Archbishop's Palace; City Hall; Lima Cathedral
- Visit the San Francisco Monastery
- Visit the Larco Museum
- Take a walking tour of Miraflores

Day 3: Lima | Sacred Valley

- Fly to Cuzco, the "navel of the Earth" and the former epicenter of a vast empire stretching from Colombia to Chile. Here you can adjust to the high altitude and explore the Korikancha Temple, scene of Incan religious rites in bygone times. At the Sacsayhuaman fortress, witness a feat of masonry that confounds modern scientists; its irregularly shaped stones are pieced together so precisely that even a piece of paper cannot be wedged between them. Journey to the Sacred Valley of the Incas to see Pisac, a traditional Indian market town, as well as the exquisitely preserved canals and narrow streets of Ollantaytambo.
- Take an expertly guided tour of Korikancha Temple
- Travel to the Sacred Valley

Day 4: Sacred Valley

- See a weaving demonstration
- Take an expertly guided tour of Ollantaytambo
- Visit the Maras salt ponds

Day 5: Machu Picchu

- Travel by train to Machu Picchu
- Visit Machu Picchu, the fabled "Lost City of the Inca" and one of the New Seven Wonders of the World. A 35-mile-long trail winds through desert, cloud forest and an orchid-filled jungle before reaching this UNESCO World Heritage Site. Archaeologists have yet to determine why the site, perched atop a mist-shrouded peak, was abandoned. See remnants of temples and terraces that have yet to reveal the true purpose of Machu Picchu—some believe only an elite Incan priesthood knew of its former existence. Your visit will consist of both a guided tour and free time to explore on your own.

Day 6: Ollantaytambo | Pisac | Cuzco

- Travel by train to Ollantaytambo
- Visit a ceramics studio
- Visit Sacsayhuaman Fortress
- Visit an Indian market in Pisac
- Travel to Cuzco

Day 7: Cuzco

- Visit Cuzco's local market
- Enjoy free time in Cuzco or
 - Visit with a local community
 - Horseback riding

Day 8: Cuzco | Lima | Flight

- Enjoy a free morning in Cuzco
- Fly to Lima
- Board overnight flight for home

Day 9: Arrive home

• 2-DAY TOUR EXTENSION

Day 8: Puerto Maldonado | Rainforest

- Fly to Puerto Maldonado
- Travel by boat to Amazon Lodge

Day 9: Amazon Lodge

- Participate in naturalist activities

Day 10: Lima | Depart for home

- Travel to Puerto Maldonado
- Fly to Lima
- Board overnight flight for home

Day 11: Arrive home

The itinerary was educational, creative, and perfectly paced. The sites were more amazing in person than I had ever dreamed. If you want to take a trip to a place that is vibrant, alive, and exhilarating, you can't go wrong with Peru.

– CATLIN, GROUP LEADER



Tour review

Peru was my first trip out of America and it was the experience of a lifetime. Seeing a different culture helps you gain an understanding that they can't teach you in school. Expect the unexpected, embrace every experience, take lots of pictures, try new foods, and most importantly take this trip with you in your memory forever.

– TARA, TRAVELER



Tour review

TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1. _____

2. _____

3. _____

— The easiest ways to —
ENROLL TODAY



Enroll on our website
eftours.com/enroll



Enroll by phone
800-665-5364



Mail your Enrollment Form to:
EF Educational Tours
8 Education Street
Cambridge, MA 02141

My daughter has gained such an amazing view of the world and history from this experience. She has not stopped talking since I picked her up at the airport. Thank you for all the organization, helpful hints, flexible payment plan and knowledgeable tour guides.

—CHARLOTTE, DAUGHTER OF TRAVELER AND



Tour review

THE WORLD LEADER IN INTERNATIONAL EDUCATION

For 50 years EF has been working toward one global mission: Opening the World Through Education. Your teacher has partnered with EF because of our unmatched worldwide presence, our focus on affordability, and our commitment to providing experiences that teach critical thinking, problem solving, collaboration and global competence.

- **We always offer the lowest prices guaranteed** so more students can travel.
- **We're fully accredited, just like your school**, so you can earn credit while on tour.
- **All of our educational tours feature experiential learning activities** and visits to the best sites.
- **We're completely committed to your safety.** We have 500 schools and offices in over 50 countries around the world, so local EF staff members can react quickly and in person wherever you travel.
- **Your full-time Tour Director** is with your group every step of the way on tour, providing insight about your destinations as well as great local tips.





Educational Tours

3

RACHEL ANTON'S TOUR PROPOSAL

Peru: Land of the Inca

Prepared for: Rachel Anton
Shaler Area High School
September 8th, 2015

Your partner in global education

As the **World Leader in International Education**, we've partnered with educators around the world for 50 years to help students gain new perspectives and build skills for the future through experiential learning. We provide a range of travel programs—Educational Tours, Language Immersion Tours, Service Learning Tours, Global Student Leaders Summits and Custom-Designed Tours—that provide in-depth exploration, authentic connections and hands-on experience. Every EF global program is designed to:

- Explore international destinations to gain awareness of global perspectives and connections
 - Promote international understanding, respect for different cultures, language learning and global citizenship
 - Align with school curricula to bring subjects, people, places and events to life
 - Provide global settings to sharpen key 21st century skills—critical thinking, problem solving, communication, collaboration and global competence
 - Develop interpersonal and leadership skills necessary to navigate new experiences with confidence and adaptability
-

What we'll cover in this document

We've created this document specifically for you, your school and your students. It outlines the details of your proposed tour and the life-changing experiential learning opportunities that await your students.

PAGE

1	Your partner in global education
2	Our commitment to education
3	Our commitment to safety
4	We'll handle the details
5	A day-by-day look at your tour
6-7	What your hotels will be like
8	What your meals will be like
9	Price details
10	Important final details

This proposal is property of EF Education First and the educator/school for which it was intended. Distributing, copying and/or sharing it are prohibited. The proposal, including pricing, is valid for the educator, tour and date(s) specifically mentioned herein. For additions, subtractions or modifications, please contact your EF Tour Consultant.

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Our commitment to education

We believe the best way to help students gain new perspectives and build skills for the future is through experiential learning.

Accreditation

EF is accredited, just like your school, and recognized by the following regional, national and international organizations: Middle States Association of Colleges and Schools (MSA-CES); Western Association of Schools and Colleges (WASC); Southern Association of Colleges and Schools (SACS-CASI) North Central Association (NCA-CASI); National Council for Private Schools Accreditation (NCPSA); and Accreditation International (AI).

A standard of excellence

Our educational travel programs bring to life the knowledge and skills that are called for in many education initiatives, including:

- Partnership for 21st Century Skills (P21)
- International Baccalaureate – PYP, MYP, Diploma, IBCC
- Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects
- Global Competence Criteria—defined by the Asia Society and Council of Chief State School Officers
- Global Connection Standards in the National Curriculum Standards for Social Studies
- Culture and Connections Standards in the Standards for Foreign Language Learning
- Standards of Professional Learning—defined by Learning Forward

weShare, a more engaging learning experience

Students learn on a deeper level when their lessons connect to their own lives. Our weShare platform makes sure that happens on tour. It taps into each student's strengths and passions, helping them put a more personal lens on their experience. Their post-tour presentations and videos give them a chance to reflect on and share what they've learned, and even earn high school or college credit.

Earning credit

Students can earn credit by traveling on an EF tour and completing required coursework. We offer choices, so you can find the credit option that best fits you and your students' needs.

- Students in grades 7-12 can earn elective credit for completing assignments before, during, and after their EF tour, setting themselves apart from other college applicants.
- Students can earn college credit through our partnerships with accredited universities.

Accredited by:



Our commitment to safety

Our demonstrated commitment to safety and risk management is proven with our preventative procedures and extensive measures taken to ensure each traveler's safety.

Worldwide presence

As the largest international student travel organization, we have 500 schools and offices in more than 50 countries worldwide. With 37,000 EF staff and teachers around the globe, we're accessible wherever and whenever you need us.

Global Liability Insurance Plan

- All EF Group Leaders are covered for the duration of their EF educational tour.
- EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-.
- Group Leaders and their schools are covered by our \$15 million liability policy and customer payments are protected by a \$1 million customer protection plan.
- EF's Global Liability Insurance Plan allows for schools and districts to be added to the policy by written agreement. EF can provide a certificate of insurance that details coverage.

All-Inclusive Coverage Plan

Designed specifically with EF travelers in mind, teachers may add this comprehensive and affordable coverage plan to their tours.

EF's Peace of Mind Program

At EF, we understand that plans can change due to unforeseen circumstances. EF's exclusive Peace of Mind Program ensures:

- Teachers can work with EF Educational Tours to change their tour's travel dates, modify their tour plans, find an all-new tour or cancel their tour up until 45 days prior to departure. When canceling in this time period, all travelers will receive a transferable travel voucher.
- With 44 days or less left until departure, teachers may still choose any of the above options if a formal Travel Warning is issued by the US Department of State for any country on your itinerary.

Highly respected in the industry by:



We'll handle the details

As your educational travel partner, we work with teachers, students and parents to ensure a seamless experience—before, during and after tour. In other words, we're with you every step of the way.

BEFORE TOUR

Support Team and resources

Dedicated Tour Consultants guide teachers through the planning process, while Local Representatives from your area work face-to-face to provide support. We give teachers their own personal tour website with helpful tools to share tour information, manage deadlines and more. In addition to online resources, we also provide an array of printed materials for teacher, students and parents.

International Training Tours

Ensuring teachers are fully prepared to lead an EF tour is our commitment to your school community. Through our blended learning model, all first-time EF Group Leaders receive complimentary international training. Conducted by EF personnel and experienced EF Group Leaders, the program includes online, classroom and experiential learning components. In the event a Group Leader cannot attend one of these complimentary tours, we offer live webinars to prepare them and answer questions before they travel.

Traveler account management

Our knowledgeable and friendly Customer Service Representatives help travelers and their parents with all billing transactions, coverage plans and tour activity questions. We also offer flexible and convenient payment options that allow parents to choose when—and how—they want to pay.

WHILE ON TOUR

Everything is included

This all-inclusive global experience makes it easy for teachers and students to explore the world. From flights and hotels to most meals and experiential activities, we take care of every detail so travelers can focus on the experience.

Guided travel

A personal bilingual Tour Director stays with your group 24/7. They handle every on-tour detail to ensure a smooth travel experience while also providing unique local insight. Expert local guides, meanwhile, share their knowledge of history, art, architecture and more during guided tours.

AFTER TOUR

Program development

We'll work with you to build a travel program at your school so even more students have the opportunity to experience the world.

A day-by-day look at your tour

This is the itinerary page that students and parents will see in their tour day-by-day guide. It's just one of the many resources they'll receive in preparation for your tour.

What you'll experience on your tour

Day 1: Fly to Peru

- Meet your Tour Director at the airport in Lima. Built on a coastal oasis at the foot of the Andes, Lima has served as Peru's capital since 1535. See vestiges of the city's rich colonial heritage, including the Government Palace, the Cathedral and the 17th-century San Francisco monastery. Prior to the Spanish conquest, the area was home to several Indian civilizations. You'll get a taste of contemporary Lima in the suburbs of San Isidro and Miraflores, which overlook the Pacific. At the Larco Museum, located in an 18th-century mansion built over a 17th-century pre-Columbian pyramid, you'll find the finest gold and silver collection from Ancient Peru, along with other outstanding examples of art and archaeological artifacts.

Day 2: Lima

- Take an expertly guided tour of Lima: Government Palace, Archbishop's Palace, City Hall, Lima Cathedral.
- Visit the San Francisco Monastery.
- Visit the Larco Museum.
- Take a walking tour of Miraflores.

Day 3: Lima | Sacred Valley

- Fly to Cuzco, the "navel of the Earth" and the former epicenter of a vast empire stretching from Colombia to Chile. Here you can adjust to the high altitude and explore the Korikancha Temple, scene of Incan religious rites in bygone times. At the Sacsayhuaman fortress, witness a feat of masonry that confounds modern scientists; its irregularly shaped stones are pieced together so precisely that even a piece of paper cannot be wedged between them. Journey to the Sacred Valley of the Incas to see Pisac, a traditional Indian market town, as well as the exquisitely preserved canals and narrow streets of Ollantaytambo.
- Take an expertly guided tour of Korikancha Temple.
- Travel to the Sacred Valley.

Day 4: Sacred Valley

- See a weaving demonstration.
- Take an expertly guided tour of Ollantaytambo.
- Visit the Maras salt ponds.

Day 5: Machu Picchu

- Travel by train to Machu Picchu.
- Visit Machu Picchu, the famed "Lost City of the Incas" and one of the New Seven Wonders of the World. A 36-mile-long trail winds through desert, cloud forest and an orchid-filled jungle before reaching this UNESCO World Heritage Site. Archaeologists have yet to determine why the site, perched atop a mist-shrouded peak, was abandoned. See remnants of temples and terraces that have yet to reveal the true purpose of Machu Picchu—some believe only an elite Incan priesthood knew of its former existence. Your visit will consist of both a guided tour and free time to explore on your own.

Day 6: Ollantaytambo | Pisac | Cuzco

- Travel by train to Ollantaytambo.
- Visit a ceramics studio.
- Visit Sacsayhuaman Fortress.
- Visit an Indian market in Pisac.
- Travel to Cuzco.

Day 7: Cuzco

- Visit Cuzco's local market.
- Enjoy free time in Cuzco or:
 - Visit with a local community
 - Horseback riding

Day 8: Cuzco | Lima | Flight

- Enjoy a free morning in Cuzco.
- Fly to Lima.
- Board overnight flight for home.

Day 9: Arrive home

• 2-DAY TOUR EXTENSION

Day 8: Puerto Maldonado | Rainforest

- Fly to Puerto Maldonado.
- Travel by boat to Amazon Lodge.

Day 9: Amazon Lodge

- Participate in naturalist activities.

Day 10: Lima | Depart for home

- Travel to Puerto Maldonado.
- Fly to Lima.
- Board overnight flight for home.

Day 11: Arrive home

After a long day of exploring the ancient ruins of Machu Picchu, you'll return to Cuzco and enjoy a free morning in the city. You can choose to participate in a community visit or horseback riding, or simply relax and enjoy the local market.

On Day 8, you'll fly to Lima and board an overnight flight for home. On Day 9, you'll arrive home and enjoy a free morning in the city.

On Day 10, you'll fly to Lima and board an overnight flight for home. On Day 11, you'll arrive home and enjoy a free morning in the city.

On Day 12, you'll fly to Lima and board an overnight flight for home. On Day 13, you'll arrive home and enjoy a free morning in the city.

On Day 14, you'll fly to Lima and board an overnight flight for home. On Day 15, you'll arrive home and enjoy a free morning in the city.

On Day 16, you'll fly to Lima and board an overnight flight for home. On Day 17, you'll arrive home and enjoy a free morning in the city.

On Day 18, you'll fly to Lima and board an overnight flight for home. On Day 19, you'll arrive home and enjoy a free morning in the city.

On Day 20, you'll fly to Lima and board an overnight flight for home. On Day 21, you'll arrive home and enjoy a free morning in the city.

On Day 22, you'll fly to Lima and board an overnight flight for home. On Day 23, you'll arrive home and enjoy a free morning in the city.

On Day 24, you'll fly to Lima and board an overnight flight for home. On Day 25, you'll arrive home and enjoy a free morning in the city.

On Day 26, you'll fly to Lima and board an overnight flight for home. On Day 27, you'll arrive home and enjoy a free morning in the city.

On Day 28, you'll fly to Lima and board an overnight flight for home. On Day 29, you'll arrive home and enjoy a free morning in the city.

On Day 30, you'll fly to Lima and board an overnight flight for home. On Day 31, you'll arrive home and enjoy a free morning in the city.

On Day 32, you'll fly to Lima and board an overnight flight for home. On Day 33, you'll arrive home and enjoy a free morning in the city.

On Day 34, you'll fly to Lima and board an overnight flight for home. On Day 35, you'll arrive home and enjoy a free morning in the city.

On Day 36, you'll fly to Lima and board an overnight flight for home. On Day 37, you'll arrive home and enjoy a free morning in the city.

On Day 38, you'll fly to Lima and board an overnight flight for home. On Day 39, you'll arrive home and enjoy a free morning in the city.

On Day 40, you'll fly to Lima and board an overnight flight for home. On Day 41, you'll arrive home and enjoy a free morning in the city.

On Day 42, you'll fly to Lima and board an overnight flight for home. On Day 43, you'll arrive home and enjoy a free morning in the city.

On Day 44, you'll fly to Lima and board an overnight flight for home. On Day 45, you'll arrive home and enjoy a free morning in the city.

On Day 46, you'll fly to Lima and board an overnight flight for home. On Day 47, you'll arrive home and enjoy a free morning in the city.

On Day 48, you'll fly to Lima and board an overnight flight for home. On Day 49, you'll arrive home and enjoy a free morning in the city.

On Day 50, you'll fly to Lima and board an overnight flight for home. On Day 51, you'll arrive home and enjoy a free morning in the city.

• Optional and excursions

TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1.

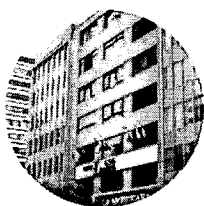
2.

3.

What your hotels will be like

A good night's sleep is important, so you can count on safe, clean and comfortable hotels with private bathrooms. Every hotel we work with is required to meet our high standards for quality, safety and cleanliness. Three to four students of the same gender will share a room, which will have a combination of twin and shared double beds. Please be aware that hotels may have different amenities than you find in American hotels.

HERE ARE EXAMPLES OF THE TYPES OF HOTELS YOU'LL STAY AT ON TOUR:



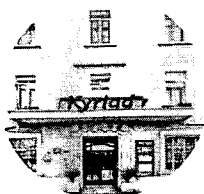
Suites Larco 656

Avenida Larco 656

Lima

www.suiteslarco656.com

Situated in the heart of Miraflores, Lima's safest and most modern district, the Suites Larco 656 is a family run hotel with private rooms. The surrounding area includes restaurants, shopping and entertainment, and the district's famous Inca Market is also just a short walk from the hotel. Each room includes cable television, a telephone and a private bathroom.



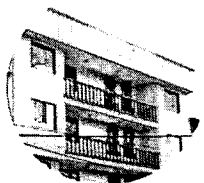
Hotel Kyriad Orange Center

86 Av. De l'Arc de Triomphe

Orange

www.kyriad.com

Recently renovated, the bright and inviting Hotel Kyriad Orange Centre is just steps from the Triumphal Arch of Orange and the Ancient Theatre, and just a short drive from Avignon, Nimes and Pont du Gard. Each of the hotel's 59 soundproofed rooms are air-conditioned and provide Wi-Fi access, as well as private bathrooms and flat-screen TVs. The four-story building is serviced by an elevator, and the hotel's on-site restaurant offers daily breakfast and traditional regional cuisine.



Cusco Pardo

Av Regional N 998

Cuzco

www.cuscopardohotel.com

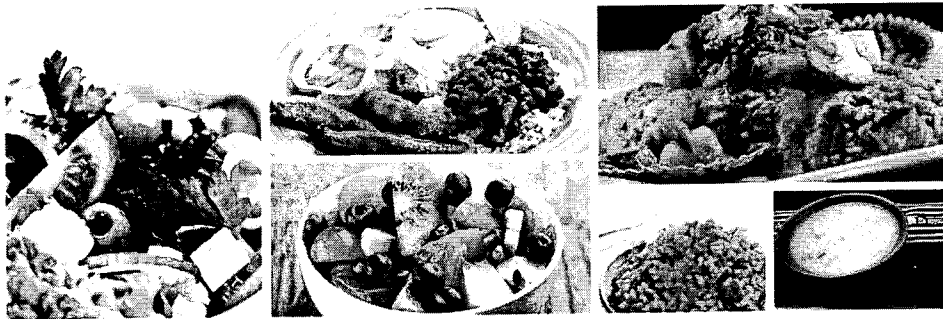
Conveniently located just outside Cuzco's main square and steps from the train station, Cusco Pardo achieves a balance of modern comforts and regional style. Each of the 33 guestrooms includes private bathroom, telephone, flat-screen TV, Wi-Fi and more. This hotel also offers elevator service, an onsite restaurant, laundry service and additional amenities.

What your meals will be like

These are examples of the types of meals you and your students will be served on tour.

SAMPLE MENUS: LATIN AMERICA

Discovering new foods can be one of the best parts of traveling. The sample menus below are just a few examples of the types of traditional, local favorites you will have the opportunity to try on tour. Every meal will include table water (or bottled water if deemed necessary by locals) and you can usually buy other beverages if you wish. All meals are served as a group—not à la carte—and a vegetarian option will be available if requested in advance. Please notify EF of any other dietary restrictions or food allergies you may have. Enjoy!



BELIZE
Fish tacos
Caramel Flan

COSTA RICA
Lunch and dinner
Rice and beans
Chicken/meat or sandwich
Salad
Fresh fruit juices

DOMINICAN REPUBLIC
Rice and beans
Chicken/meat
Stew
Plantains

ECUADOR
Soup
Roasted chicken with rice
and vegetables
Fresh fruit

GALÁPAGOS
Lunch and dinner
Buffet with fish, chicken, rice,
pasta, salad and fresh fruit

PERU
Soup
Salad
Chicken with fries
Fresh fruit

Price details

In addition to the support you receive before and after tour, along with the logistical support you receive on tour, your guaranteed lowest price covers all of the details.

Important final details

The EF Price Guarantee

We're dedicated to making travel accessible to as many students as possible. Our unmatched global presence and longstanding relationship with airlines and hotels ensure you will always give your students the best experience at the lowest price, guaranteed.

What it means for you:

- The guaranteed lowest price—if you find a similar tour for less, we'll beat it.
- One simple price—no enrollment or departure fees.
- Once a student enrolls, their price will never change.

Safety in Peru

EF has an office located directly in Lima, Peru. This allows for us to constantly monitor the climate there. If there is a certain area of the country facing unrest, your tour director would know and would not take you and your students there. If a city as a whole is not safe to travel to, we would not take you and your students there and we would make arrangements for your group to go on an excursion outside of the city. Due to the local presence that we have, we are able to make quick decisions and take immediate action. Safety is our number one priority and I want you, your students, and their parents to feel assured that we would never put you in a dangerous situation.

I hope you've found this document useful. As your EF Representative, I'm here to answer any questions that you may have. Please don't hesitate to contact me with any questions.

Sincerely,

Leanne Sutherland

Tour Consultant

617-619-1878

leanne.sutherland@ef.com



MEDIA ALERT I For Immediate Release
Sept. 29, 2015
Contact: Susan Zimecki
Office: 412.237.1657 / Mobile: 412.290.1583
ZimeckiS@CarnegieScienceCenter.org

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Office: 412.237.1537
CulganR@CarnegieScienceCenter.org

TEN LOCAL SCHOOL DISTRICTS SELECTED FOR STEM EXCELLENCE PATHWAY
COHORT OF SCHOOLS TO BENEFIT FROM WORKSHOPS, PROGRAMMING

PITTSBURGH, Sept. 29, 2015 — Carnegie Science Center is pleased to announce the 10 Allegheny County school districts selected as the 2015-16 cohort for the Carnegie STEM Excellence Pathway. These Pathway Partners will receive support as they navigate the Pathway through workshops at the Science Center, professional development opportunities, and Science on the Road programming at their schools. These schools and districts demonstrate a commitment to adopting best practices in STEM education and STEM leadership.

The 2015-16 cohort comprises:

Allegheny Valley School District
Avonworth School District
A.W. Beattie Career Center
Baldwin-Whitehall School District
Bethel Park School District
Elizabeth Forward School District
Montour School District
Plum Borough School District
Shaler Area School District
West Allegheny School District

Pathway Partners were selected for this cohort through a competitive process. Allegheny County schools/districts will have another opportunity to apply in Spring 2016 to be considered for the 2016-17 cohort.

The original 2014-15 cohort, which the Science Center continues to support, comprises:

Blackhawk School District
Burrell School District
Cornell School District
Environmental Charter School
Hampton Township School District
Kiski Area School District
Mount Lebanon School District
North Hills School District
Pittsburgh Public Schools

Propel Schools
South Fayette School District
Sto-Rox School District
Upper St. Clair School District
Yough School District

The Heinz Endowments provided \$763,986 in funding to support the STEM Excellence Pathway and both cohorts of schools.

The result of a grassroots effort convened by Carnegie Science Center, the Pathway is a process of continuous improvement that provides guidance to diverse schools – both well-resourced and under-resourced -- on how best to address the challenge of strengthening their STEM programming. Each school district (or individual school) first evaluates itself on 20 criteria pertinent to quality STEM education and then develops a tailored strategy to identify and address specific self-defined goals, which are reinforced throughout the students' experiences in the classroom and during out-of-school time. These strategies may include teacher professional development, curriculum planning, modification of existing operational practices, incorporation of career awareness, and an overall culture shift as it pertains to STEM education. To help achieve equity of access, the Pathway process overview, self-evaluation rubric, and prioritization and action planning tools are available at no cost on a website called STEMisphere (www.STEMisphere.org).

To date, the Pathway has attracted 180 participating schools or districts – or “Pathway Partners” – in 12 states and the District of Columbia, serving 2.6 million students. In Pennsylvania, there are 65 Pathway Partners. The Pathway is open to any school district in the nation with a drive to improve STEM education.

Among the Pathway Partners is a group of eight schools from West Virginia that hosted a workshop in Charleston last week presented by Carnegie Science Center senior STEM staff. Those eight schools are part of the STEM Network Schools initiative of The Education Alliance. The Science Center team worked with the districts to talk about STEM education, pinpoint priority areas for improvement, and to identify specific resources, challenges, and measures of success.

For more information, visit CarnegieScienceCenter.org/Pathway.

About Carnegie Science Center

Carnegie Science Center is dedicated to inspiring learning and curiosity by connecting science and technology with everyday life. By making science both relevant and fun, the Science Center's goal is to increase science literacy in the region and motivate young people to seek careers in science and technology. One of the four Carnegie Museums of Pittsburgh, the Science Center is Pittsburgh's premier

science exploration destination, reaching more than 700,000 people annually through its hands-on exhibits, camps, classes, and off-site education programs.

About Carnegie Museums of Pittsburgh

Founded by Andrew Carnegie 120 years ago, Carnegie Museums of Pittsburgh is a collection of four distinctive museums dedicated to exploration through art and science: Carnegie Museum of Art, Carnegie Museum of Natural History, Carnegie Science Center, and The Andy Warhol Museum. The museums reach more than 1.3 million people a year through exhibitions, educational programs, outreach activities, and special events.

About The Heinz Endowments

The Heinz Endowments supports efforts to make southwestern Pennsylvania a premier place to live and work, a center for learning and educational excellence, and a region that embraces diversity and inclusion.

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October 7, 2015

Bryan E. O'Black
Superintendent
Shaler Area School District
1800 Mt. Royal Blvd
Glenshaw, PA 15116

Sent Via Electronic Mail

Dear Dr.O'Black:

I am responding to your September 30, 2015 letter requesting an exception to the 180 day attendance requirement for the students attending the Rogers and Burchfield Primary School. You indicated that on September 30, 2015 there was a water main break in the area of the school. You state that classes were cancelled and the school was closed on September 30, 2015.

Your request for a waiver was reviewed pursuant to the authority of the Pennsylvania School Code, Section 2523, and the procedures identified in the Basic Education Circular titled Emergency School Closings, 24 P.S. 2523 (Revised October, 2010). In view of the fact that the emergency situation resulted in closing one of the district's buildings and that it would be organizationally difficult to make up the lost day for the one building, your waiver request is approved.

The approval is granted under the authority of the Pennsylvania School Code, Section 2523, and the procedures identified in the Basic Education Circular titled Emergency School Closings, 24 P.S. 2523. Please be advised that the approval of this waiver does not release the school district of the responsibility to provide a minimum of 990 hours of instruction for secondary students and 900 hours of instruction for elementary students (including full-day kindergarten students). With this approval there will be no loss of state subsidy related to instructional days.

Students attending the Rogers and Burchfield Primary School that were not in attendance due to the closing on September 30, 2015 will be counted in the Shaler Area School District's student membership for that day. With this approval there will be no loss of state subsidy related to instructional days.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Stephen Fisher". The signature is written in a cursive style.

Stephen Fisher, Director
School Services Office

c: Madeline Rogers, Division of Subsidy Data and Administration