


OFFICE OF THE PRINCIPAL  
GLENBROOK NORTH HIGH SCHOOL

To: Dr. Mike Riggle

From: Paul Pryma 

Re: GBN Chinese Exchange Program

Date: November 1, 2013

Attached is a travel request for the GBN Mandarin Chinese program, which is being organized by Dr. Wanyin Chou. This is an Educational Tour as defined by Board Policy 7050 (attached).

Students will depart on Wednesday, March 19<sup>th</sup>, 2014 and return on Saturday, March 29<sup>th</sup>. Given the distance and 24 hour travel time each way between Chicago and Taiwan, I am requesting that students be released from three days of school previous to spring break 2014. The cost of the exchange will be covered by students.

I support this exchange and believe it will be a valuable experience for our students.

Please let me know if you need any additional information.

PP:rp

enc.

To: Dr. Paul Pryma  
From: Wanyin Chou, Ph.D.  
Re: Chinese Exchange Program  
Date: October 29, 2013

**Exchange Proposal:** The proposed exchange will be the second time between Glenbrook North and 台北市立成功高级中学 (Taipei Chenggong High School, Taipei, Taiwan). Fifteen Chenggong High School students and a teacher visited GBN for 11 days in April, 2013. Ten Glenbrook North students will visit Taiwan during Spring Break 2014 and stay with the families of Chenggong High School students. We are requesting the Board approval for this exchange.

#### **Taipei, Taiwan, 2014 (March 19 to March 29)**

- For the trip to Taipei, I am requesting Board approval for release the participated students from school three days before Spring break, 2014.
- The approximate cost will be \$1,700.00 to go to Taiwan based on airfare, museum and site entrance. The final price will depend on airfare, the exchange rate and other variables.
- GBN students will purchase travel insurance from XYZ company in advance. Please see the attached document for detailed.
- An itinerary for the Taiwan trip is attached for your reference.
- Chenggong High School is interested in becoming a sister school to Glenbrook North.

#### **Northbrook, IL, 2015**

- Fifteen Taiwanese students from Chenggong High School will arrive in March, 2015 and spend approximately 12 days with their GBN host families.
- GBN students and teacher (Ms. Wanyin Chou) will accompany the Taiwanese students on a joint field trip during one school day.
- GBN pays for field trips during the stay.
- The Dean's Office provides student I.D. cards for all of the Taiwanese visitors and bus passes for those who need them.
- The Taiwanese visitors will accompany their American hosts to classes for five school days and spend another day attending Chinese classes as guest speakers.

- Ms. Wanyin Chou and the teacher from Taiwan will arrange field trips and transportation for the Taiwanese students during their stay.

**Rationale:** At Glenbrook North, many students study Mandarin Chinese language and cultures, but rarely have the opportunity to visit a Chinese-speaking country. Many aspects of cultures as well as linguistic situations are difficult for students to grasp, if not impossible to replicate in the classroom. An on-going student exchange strengthens the overall Chinese program by allowing GBN students the opportunity to experience Chinese culture first-hand. These GBN students are able to share their experiences with GBN and students in Taiwan. The entire school benefits from the opportunity to discuss and share ideas with the Taiwan students and their teacher when they visited Glenbrook North in April, 2013.

**History:** GBN Mandarin Chinese teacher, Ms. Chou, was born and raised in Taiwan. She began teaching 2 Mandarin Chinese classes in 2008-2009 at GBS. She is currently teaches 4 classes of Mandarin Chinese with levels 1 through AP at GBN. Ms. Chou was contacted by Chenggong High School last April requesting a student exchange. After approved by Dr. Riggle, 15 Chenggong high school students and a teacher visited GBN. All parties involved look at this opportunity as a valuable teaching tool that will have long lasting benefits for the individual students participating and for the entire World Language Department as well.

**The School:** Chenggong High School: This high school was established in 1922 under the name of Taipei Prefectural Second Middle School. In 1946, the school was renamed the Taiwan provincial Taipei ChengGong High School in memory of Tseng Cheng-gong's exploitation of Taiwan and resistance to foreign invaders. Chenggong is located in the city center of Taipei where government offices and important institutions abound.

**A Student's Perspective:** The exchange student program that the school held last year with Taiwan was an eye opening experience. The lives of the students there, although similar, are vastly different from our lives here in America. When I participated in the exchange student program, I was able to learn more about life in Taiwan than I could have online. My exchange student told me how hard their education system was and how easy we have it here. He also informed me that most of his classmates wish to come to America to go to college because they believe they have more opportunities here. I was also able to learn more about his culture and what his daily life is like in Taiwan. It really made me appreciate our schooling system and life here in America. Going to Taiwan and visiting all our friends again, I believe, is very important because it continues the relationship we have with Chenggong High School. Forming international friendships is really beneficial because we receive the opportunity to learn about cultures from around the world and are able to expand our horizons beyond America. Also, the US has very strong and important relations with China and learning about the Chinese culture and language allows us to have a better grasp in our future. Learning about international relations and then visiting foreign country and applying what we have learned emphasizes and strengthens our understanding of the political and social differences that the US has with foreign countries. (GBN student: Nicole Zaworski)

**Board Approval:** We are seeking board approval for a variety of reasons. This is an educational tour conducted, but not financed by the district. There is no third party involved in organizing the exchange. This exchange has direct relevancy to the Mandarin Chinese curriculum at Glenbrook North. In order to be eligible to participate in the exchange, students must be enrolled in the second year Mandarin Chinese or higher during the 2013-2014 school year. Board approval would also be required for three days release from school.

**Presentation to Board:** We are requesting your assistance in bringing this proposal before the district 225 Board of Education on November 12, 2013.

cc: Kellye Guzik  
John Finan

# GLENBROOK HIGH SCHOOLS

## Travel Requests Requiring Board of Education Approval

I. School GBN  GBS \_\_\_\_\_ GBE \_\_\_\_\_ GBOC \_\_\_\_\_ District \_\_\_\_\_

II. Initiator Wanyin Chou Phone 72515  
 Position Mandarin Chinese teacher Date of Submission 10/15/13

III. **Date and Times of Leave/Return**

Total Number of School Days Missed per Person 3 days  
 Departure Date/Time 3/19/2014 Return Date/Time 3/29/2014

IV. **Name of Individuals Participating in Tour:** (Attach list if necessary.)

Teachers and Staff Wanyin Chou  
 Students GBN students in Chinese 2, 3 and 4.  
Trip ~~will~~ will be limited to 12 students

V. **Description, Destination, and Reason for Trip**

Please see the attached document (Exchange Proposal)

VI. **Cost of Trip**

Was this trip included in your Dept. \_\_\_\_\_ Bldg. \_\_\_\_\_ District \_\_\_\_\_ Budget? NONE

	Total Amount	Per Person	Account #
Registration	<u>0</u>	<u>0</u>	
Lodging		<u>\$ 100.00</u>	
Meals (Advance)		<u>\$ 100.00</u>	
Judging		<u>N/A</u>	
Substitute Teacher		<u>N/A</u>	
Transportation <u>Insurance</u>		<u>\$ 100.00</u>	
Air		<u>\$ 1400</u>	
Bus/Car			
District Total		<u>N/A</u>	<u>N/A</u>
Cost to Student		<u>\$ 1,700</u>	<u>N/A</u>

VII. **Approval**

Kelly Geyzi Paul Prigmore \_\_\_\_\_  
 Supervisor Principal Superintendent  
10/16/13 11/4/13 \_\_\_\_\_  
 Date Date Date

**Reminder:** No purchase or expenses prior to Board of Education approval.

Form approved by Board of education 12/15/97.

## **Tentative GBN Exchange Student Taiwan Trip Itinerary - March, 2014**

Wednesday, March 19

Leaving for Taiwan

Thursday, March 20

Arrive at Taipei International Airport ; go home to the Taiwanese host families

Friday, March 21

Visit ChengGong high school and attend their classes

Saturday & Sunday, March 22 and 23

Spend time with the host families

Monday, March 24

Attend classes at ChengGong High School (AM)

Visit Long Shan Temple

Tuesday, March 25

Visit National Palace Museum

Wednesday, March 26

Visit Taipei 101 and the evening market

Thursday, March 27

Beitou Hot Spring

Watch a Beijing Opera (pm)

Friday, March 28

Presidential Office Building and National Taiwan University

Sun Yat Sen Memorial Hall

Fishes the Shrimp Field

Saturday, March 29

Homebound – Back to Northbrook, IL.

**TRAVEL GUARD**

Below is important information regarding your travel insurance plan for your upcoming trip. Please Click the Description of Coverage link above for a complete Description of Coverage for the plan you purchased. If you have any questions, please contact our World Service Center at 1.800.826.4919. A Travel Guard service representative is available 24 hours a day, 7 days a week to assist you.

Thank you for your trust in Travel Guard. Have a safe and enjoyable trip!


**Policy Status: Quote**

According to our records, this is only a quote and not a purchased policy. If you have received this message in error, please contact your travel agent or our World Service Center at 1.800.826.1300

**Travel Guard Quote ID 65438354**

Gold  
PI6700 P1 6/2011  
Quote Expiration Date 03/18/2014

**Total cost \$74.00**

**Trip details**

Departure date 03/19/2014  
Return date 03/29/2014  
Trip deposit date 10/11/2013

**Contact Information**

**WANYIN CHOU**  
PLEASE ADD ADDRESS  
PLEASE, IL 12345

Phone:  
Email: WCHOU@GLENBROOK225.ORG

**Insured on Policy Trip Cost**  
WANYIN CHOU \$1,700.00

**Your Travel Agency**

TRAVEL GUARD  
Phone:

**Coverages & Benefit Limits****Standard Packages**

ACCIDENT AND SICKNESS MEDICAL EXPENSES	\$25000.00	Per Insured
ACCIDENTAL DEATH/DISMEMBERMENT	\$10000.00	Per Insured
BAGGAGE AND PERSONAL EFFECTS	\$1000.00	Per Insured
BAGGAGE DELAY	\$300.00	Per Insured
BUSINESS ASSISTANCE SERVICES	Included	Per Insured
CANCEL FOR BUSINESS REASONS	Included	Per Insured
CONCIERGE SERVICES	Included	Per Insured
EMERGENCY EVACUATION AND REPA TRIATION OF REMAINS	\$500000.00	Per Insured
IDENTITY THEFT ASSISTANCE SERVICES	Included	Per Insured
LIVETRAVEL EMERGENCY ASSISTANCE	Included	Per Insured
MISSED CONNECTION	\$250.00	Per Insured
TRAVEL MEDICAL ASSISTANCE	Included	Per Insured
TRIP CANCELLATION	100% Trip Cost	Per Insured
TRIP DELAY	\$750.00	Per Insured
	\$150.00 Payout Limit Per Day	
TRIP INTERRUPTION	150% Trip Cost	Per Insured
TRIP INTERRUPTION - RETURN AIR	\$750.00	Per Insured
WORLD WIDE TRAVEL ASSISTANCE	Included	Per Insured

**15 Day Benefits**

DEFAULT/BANKRUPTCY	100% Trip Cost	Per Insured
FLIGHT GUARD \$50,000	\$50000.00	Per Insured
MISSED CONNECTION UPGRADE	\$500.00	Per Insured
PRE-EXISTING CONDITION WAIVER	Included	Per Insured

*"Prex waiver applies to the first \$30,000 of trip cost. Only valid if prex requirements are met."*

BOARD POLICY: EDUCATIONAL TRAVEL EXPERIENCES

7050  
Page 1 of 2 pages

Section A - Introduction

The Board of Education of District #225 believes that educational travel experiences can provide significant educational experiences for Glenbrook students. However, it is the policy of the Board of Education that such travel experiences should not be scheduled to conflict with normal student attendance days. Under extraordinary circumstances, the Board may approve exceptions to this policy.

Section B - Educational Tours: Travel Conducted, but Not Financed, by the District

1. The Board of Education is authorized by Illinois statute to conduct educational tours as a supplement to particular courses of instruction, within or without the district, the State of Illinois, or the United States.
2. Recommendation of the principal and approval of the superintendent shall be required for all educational tours. Recommendation of the principal and the superintendent and approval of the Board of Education shall be required for educational tours conducted outside the State of Illinois or adjacent states, and for educational tours that require students to be absent from school for one day or more.
3. No student or employee may participate in an educational tour unless he has accident and health insurance coverage protecting against bodily injury or death and, if he is an employee, disability while participating in the tour. Cost of said insurance shall be assumed by the organization financing the tour. Validation of satisfactory insurance coverage shall be made in writing to the assistant superintendent of business affairs.
4. The Board of Education is not authorized to use school funds for any expenditures incurred on such a tour for meals, lodging, or transportation costs. However, the Board may authorize the payment of salaries of necessary personnel while on tour if the personnel are performing in the ordinary course of their employment.
5. All school rules and regulations regarding student conduct shall apply for students participating in educational tours.



Section C - Educational Travel : Travel Not Sponsored, Supported, or Conducted by the District

1. The Board of Education authorizes the superintendent to approve requests submitted by a school employee or a private agency and which have been recommended for approval by the principal, to use school facilities to inform students of educational travel programs within any of the fifty United States or any foreign country which, in the discretion of the principal and the superintendent, have educational significance for the district's students. Such use may be granted only with the clear understanding that the program is not sponsored or supported by the Board of Education and that the Board of Education assumes no legal responsibility or financial liability related to the program. Further, all materials used by the sponsoring agency in publicizing the program must contain a statement to this effect which has been approved by the superintendent. These same materials must also carry the identification of the sponsoring agency.
  
2. No student or employee may participate in educational travel unless he has accident and health insurance coverage protecting against bodily injury or death and, if an employee, disability while participating in the educational travel. Cost of said insurance shall be assumed by the employee or private agency financing the educational travel. Validation of satisfactory insurance coverage shall be made in writing to the assistant superintendent of business affairs.

Section D - Use of Equipment, Materials, or Supplies to Promote Educational Travel

Glenbrook equipment, materials or supplies, including stationery, shall be used for school-sponsored activities only, and shall not be used for any educational travel which is not school sponsored.

Section E - Student Trips Exclusion

Student trips are not included within the provisions of this policy.

Approved: April 12, 1971  
Revised: February 5, 1973  
Revised: December 1, 1975  
Revised: February 6, 1978  
Revised: January 23, 1984  
Revised: September 10, 1984  
Reviewed: November 14, 1988  
Revised: October 28, 1996  
Revised: November 27, 2000