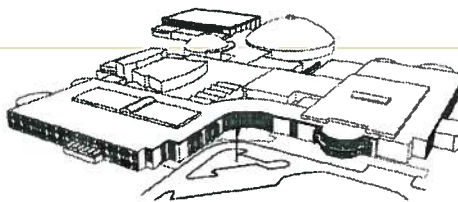


# GLENBROOK SOUTH HIGH SCHOOL

Northfield Township High School District 225

*Office of the Principal*



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GLENVIEW, IL 60026

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Telephone: 847.729.2000

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**To:** Dr. Mike Riggle

**From:** Brian Wegley *BW*

**Re:** Spanish Exchange Memo

**Date:** February 21, 2012

Attached is the formal request from Mr. Matt Johlle and Mr. Mark Bauman for their fifth exchange. I am excited about the opportunity this trip will provide for our students to apply their language skills and to be immersed in Spanish culture. I applaud Mr. Johlle and Mr. Bauman for continuing this positive tradition.

As we discussed, this is an Educational Tour covered under Board Policy 7050, which I will include with this proposal for the board's information. This Educational Tour is conducted by the district, but not financed by the district and requires approval from the principal, superintendent and board. The parameters put in place by Mr. Matt Johlle and Mr. Mark Bauman are similar to successful trips they have taken in the past and I have every confidence this trip will follow suit. One exception is that this travel request includes students missing three days of school as opposed to one. I support this change; after talking it through with Ms. Fitch, this avenue preserves the educational component of the trip and minimizes school days missed.

I support this request and believe these types of experiences greatly enhance our World Languages program.

To: Brian Wegley

From: Danita Fitch

Date: February 6, 2012

Re: Travel Dates for Spanish Exchange

An integral component of all of our foreign exchange programs has always been for students to have an authentic experience in the schools while abroad and fortunately we have always been able to coordinate schedules to accomplish this goal. The GBS Spanish Exchange Program participants and teachers have traditionally left for Spain on the Friday before spring break. In the case of 2013 travel, this would mean missing classes on Friday, March 22<sup>nd</sup>. Unfortunately, the Spanish students will begin their own two-week spring vacation on Friday, March 22<sup>nd</sup> which means that the GBS participants would have no opportunity to attend school in Spain.

After much discussion and the consideration of various options, we would like to request special approval to miss the three school days before spring break. If the GBS group leaves after school on Tuesday March 19<sup>th</sup> our students would be able to be in school with their Spanish partners on Thursday March 21 and Friday March 22. This would ensure that our participants have the same well-rounded experience as the students of our other exchanges.

Please let me know if you need any additional information to support this unusual request.

To: Brian Wegley  
From: Matt Johlle, Mark Bauman and Rosemarie Carsello  
Re: Student Exchange Program  
Date: January 27, 2012

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Exchange Proposal: The proposed exchange will be the fifth between Glenbrook South and *Instituto de enseñanza secundaria Gabriel Miró* and *Instituto de enseñanza secundaria Thader*. Increased interest in the exchange has allowed us to include a third Spanish high school, *Instituto de enseñanza secundaria Alfonso X*. The students from Spain will be visiting Glenbrook South during Homecoming week of 2012. The families of GBS students participating in the exchange will provide lodging and meals. Glenbrook students will visit Spain during spring break 2013. We are requesting board approval for this exchange.

**The hosting portion of the exchange impacts Glenbrook South in the following ways:**

- The Spanish students will arrive during September 2012 and spend approximately 12 days with their host families.
- GBS students and teachers (Ms. Carsello, Mr. Johlle and Mr. Bauman) will accompany the Spanish students on a joint field trip during one school day.
- GBS pays for transportation to pick up and drop off Spanish students at the airport as well as for field trips during the stay.
- The Dean's Office provides student I.D. cards for all of the Spanish visitors and arrangements are made to provide bus passes for those who need them.
- The Spanish visitors will accompany their GBS hosts to classes for one school day and spend another day attending Spanish classes as guest speakers.
- Mr. Johlle, Mr. Bauman and Ms. Carsello will arrange field trips and transportation for the Spanish students during their stay.

**Spain, 2013**

- For the trip to Spain in the spring of 2013, we are requesting Board approval for release from school the two days following Spring break.
- We anticipate that GBS students will pay approximately \$1,500.00 for the trip to Spain, with a final price depending on airfare, the exchange rate and other variables.

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**Rationale:** At Glenbrook South, many students study the Spanish language and cultures, but rarely get the opportunity to visit a Spanish-speaking country. Many aspects of cultures as well linguistic situations are difficult, if not impossible to replicate in the classroom. An on-going student exchange strengthens the overall Spanish program by allowing GBS students the opportunity to experience Spanish culture first-hand. These students, in-turn, are able to share their experiences with other students in Spanish as well as with classmates in other courses. The entire school benefits from the opportunity to discuss and share ideas with the Spanish students and their teachers when they visit Glenbrook South.

**History:** Matt Johlle spent the 2000-01 school year participating in a board approved teacher exchange program teaching English at the *Instituto de enseñanza secundaria, Gabriel Miró* in Orihuela, Spain. As a part of that same exchange, Ana Muñoz was a visiting teacher of Spanish at Glenbrook South. The student exchange program is a progression of the relationship first established during the original teacher exchange. A group of 12 students from *Gabriel Miró* visited GBS during October 2003 and their GBS counterparts visited Spain during spring break 2004 with Mark Bauman and Matt Johlle serving as chaperones. The exchange was repeated during the 2005-2006 school year and in 2008 -2009 with great success. The program grew in 2010-2011 when 28 students participated and 30 are expected to participate in 2012-2013. 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.

**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, except for some travel arrangements. This exchange has direct relevancy to the Spanish curriculum at Glenbrook South. In order to be eligible to participate in the exchange, students must be enrolled in fourth year Spanish or higher during the 2012-2013 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 School Board.

cc: Danita Fitch  
Cameron Muir



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