



To: Dr. Mike Riggle
From: Lauren S. Fagel *L. Fagel*
Re: GBS French Exchange Program
Date: May 16, 2017

Attached is the formal request from Mr. Matthew Bertke and Ms. Emma Woodworth to offer the fourth student exchange with Sainte-Marie in Lyon, France. For this trip, approximately 18 French students will visit Glenbrook South during two weeks in April 2018. Then, about 18 Glenbrook South students will travel to France during the summer of 2018, after the school year has come to an end. This experience provides our students with the opportunity to apply their language skills and to be immersed in French culture.

This is an Educational Tour covered under Board Policy 7050, which is attached. This Educational Tour is conducted by the District, but not financed by the District, and it requires approval from the principal, superintendent, and Board. I support this request and believe these types of experiences greatly enhance our World Languages program.

To: Lauren Fagel
From: Matthew Bertke and Emma Woodworth

cc: Danita Fitch
Cameron Muir
Dr. Michael Riggle

Date: Tuesday, May 16, 2017

Subject: French Exchange Program

Exchange Proposal: This proposed student exchange will be the fourth between Glenbrook South and Sainte-Marie in Lyon, France. GBS participated in this student exchange program last year, with great success. This proposal will allow us to continue this rich tradition. Then, approximately eighteen French students will visit Glenbrook South during the last two weeks of the month of April, 2018. The families of the GBS students exchange participants will provide housing and meals. Then, approximately eighteen Glenbrook students will visit France during the summer of 2018. We are requesting board approval for this exchange.

Rationale: At Glenbrook South, many students study French language and culture, but rarely get the opportunity to visit a Francophone country or even converse with a native French-speaker. Many aspects of the culture as well as linguistic situations are difficult, if not impossible, to replicate in the classroom. An on-going exchange program strengthens the overall French program, by allowing a significant number of GBS students the opportunity to experience French culture first-hand. These students, in turn, are able to share their experiences with other students of French and share the insights they gain with classmates in other courses across the curriculum. The entire school benefits from the opportunity to discuss and share ideas with the French students and their teachers when they visit Glenbrook South.

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

- The French students will arrive during early-April, 2018. The French students will be accompanied by a teacher from Sainte-Marie. They will spend approximately two weeks with their host families in Glenview.
- The French visitors will be integrated into various predetermined classes, departments, guest lectures, as well as community organizations during their two-week stay.
- French teachers (Mr. Bertke and Ms. Woodworth) and the exchange teacher will accompany the French students on a joint field trip to Chicago, Illinois during one school day.
- The Dean's Office will provide student ID cards for all French visitors.
- The Dean's Office will allow for 18 extra students to eat lunch in the cafeteria during the time of the French exchange.
- The district office will be contacted if bus passes are needed.

- Mr. Bertke and Ms. Woodworth will arrange field trip transportation for the French students during their stay. This will be paid for by Sainte-Marie Lyon.

France, 2018

- The trip to France will start at the end of the school year.
- Students will stay with French host families for 8 days. During that time the students will go to school, go on cultural visits and be exposed to UNESCO world heritage sites in Lyon. Students and the French teachers will go to Paris for a three day cultural visit. Students will visit museums, cultural sites and historical places.
- The approximate cost will be \$2,800 to go to France based on airfare, train tickets, museum and site entrance fees, and hotel costs while in Paris.
- In order to be eligible to participate in the exchange, students must be enrolled in third or fourth year French during 2017-2018. They must also enroll in French during the 2018-19 school year.
- Matthew Bertke and Emma Woodworth (GBS French teachers) will research and finalize all travel arrangements without the need for a travel agent. GBS students will be involved in travel research.
- As in years past, the travel portion of the exchange will be registered with the State Department and all Center for Disease Control warnings will be carefully noted and communicated to parents before our departure.

History: French teacher Matthew Bertke made contacts with English teachers and various parents from Sainte-Marie at his last teaching position at Sylvania Southview High School. Prior to working at Glenbrook South High School, Matthew Bertke led three successful exchanges. Through contacts made during these exchanges, he was able to build interest at GBS and we have now had four highly successful exchanges between the two high schools over the past eight years. The exchange will follow the same format as last year, with the same coordinators at both high schools and with the addition of our newest French teacher, Emma Woodworth joining the exchange. All parties involved look at this opportunity as a valuable teaching tool that will have long lasting benefits for the participants, as well as the entire World Language Department.

The School: Sainte-Marie is a private Catholic school in the center of medieval Lyon. It is one of the best high schools in the nation. It is a college preparatory school with a focus on international perspectives. The school has many exchanges throughout the world, from Australia, Germany, Spain, the United States and the United Kingdom. While Sainte-Marie is a Catholic school, prayer and religious activities are voluntary. All religious functions take place before or after school and do not mix in with the regular school day. Glenbrook South students would not participate in these religious activities.

Board Approval: We are seeking board approval for a variety of reasons. This is an educational exchange conducted, but not financed by the district. This exchange has direct relevancy to the French curriculum

at Glenbrook South, in that its main objective is the integration of students into everyday life of exchange host families and into the classroom activities of host schools to provide them with a coherent intercultural experience to inspire intercultural understanding and a lifelong desire to be world citizens in our ever shrinking global community.

A Student's Perspective: "I think this exchange was important because it allows us to experience the life of someone from a different culture and country. While Chicago prides itself on being diverse, and at GBS there are a lot of people from different cultures, just learning about those cultures is not the same as spending time in a different culture, or 'in someone else's shoes'. After I experienced the French culture, I found myself reexamining my beliefs about other cultures; I had learned that the stereotypes and assumptions that I had formed from news reports or school can be completely different from what the culture really is. I also found myself examining my own beliefs and stereotypes and figuring out what is part of our culture, and how it shapes my impressions. I would enthusiastically recommend this program to another student because it is a fantastic experience. You get the best of both worlds: big city 'touristy' sites and Paris, and a completely different city and the life of a real French family. This experience was amazing, and one that I will remember for the rest of my life!" Samantha Lenkos – GBS Alumnus

Presentation to the Board: We are requesting your assistance in bringing this proposal before the School Board.

GLENBROOK HIGH SCHOOLS
Travel Requests Requiring Board of Education Approval

I. School GBN ___ GBS X GBE ___ GBOC ___ District ___
 II. Initiator Matthew Bertke Phone 4614
 Position French Teacher Date of Submission 05/10/17

III. Dates and Times of Leave/Return
 Total Number of School Days Missed per Person 0
 Departure Date/Time Approx 6/9/18 Return Date/Time Approx 6/22/18

IV. Name of Individuals Participating in Tour: (Attach list if necessary.)
 Teachers and Staff Matthew Bertke
Emma Woodworth
 Students GBS students in French 3 and 4.
Trip will be limited to 18 students


V. Description, Destination, and Reason for Trip
Please see attached document (Exchange Proposal)

VI. Cost of Trip
 Was this trip included in your Dept. ___ Bldg. ___ District ___ Budget? No



	Total Amount	Per Person	Account #
Registration		<u>0</u>	
Lodging		<u>700.00</u>	
Meals (Advance)		<u>400.00</u>	
Judging		<u>N/A</u>	
Substitute Teacher		<u>N/A</u>	
Transportation ^{Entrance Fees}		<u>200.00</u>	
Air		<u>1200.00</u>	
Train/Bus/Car		<u>300.00</u>	
District Total		<u>N/A</u>	<u>N/A</u>
Cost to Student		<u>2800.00</u>	<u>N/A</u>

VII. Approval
Danite Fitch Lauren Angel
 Supervisor Principal Superintendent
5/16/17 5/16/17
 Date Date Date

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




The GBS – Sainte-Marie
Exchange



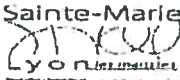
About Sainte-Marie

- Located in the Renaissance quarter of Lyon, France.
- Established in 1893
- Preparatory school for French ivy league schools.




Sainte-Marie Mission

- For each student to develop a sense of self through their studies.
- For each student to take initiative in their studies and personal education interests.
- To cultivate and help students so they can find their own path.




Languages at Sainte-Marie

- Focus on International Education
- Spanish, English and German are offered.
- Exchanges are offered in multiple cities in the United States, the United Kingdom, Australia, Spain and Germany.
- All students are required to take at least one language, if not more depending on their high school diploma.




Top Ten Reasons to Choose Sainte-Marie Lyon






Reason # 1

- Lyon's unique geography helps it to be a dynamic city.
 - Located 1.5 hours from the Mediterranean Sea.
 - Located 1.5 hours away from the Alps.
 - Located 1.5 hours from Switzerland.
 - Confluence of the Rhone and Rhine rivers in the middle of the city.



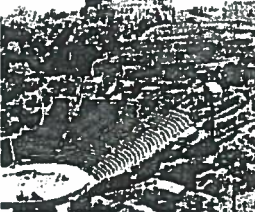
Reason # 2

- Lyon, the capital of Rhône-Alps, has a GDP of 52 billion euros.
- Major Businesses include:
 - Bayer Cropscience
 - Renault
 - Scotts International
 - Crédit Lyonnais



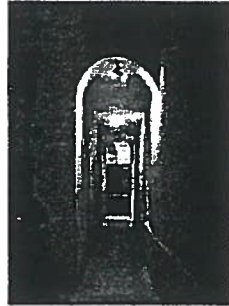
Reason # 3

- Lyon is one of the oldest cities in France, providing wonderful cultural insight.
- A Gallo-Roman museum and theatre are still present.



Reason # 4

- UNESCO declared Vieux Lyon, the Renaissance quarter, a world heritage site.
- The traboules, secret tunnels, are still visited today.



Reason # 5

- Olympique Lyonnais (OL) is a major soccer club in France and the world.



Reason # 6

- Lyon is the gastronomic capital of France and one of the leading cities in the world.
- Top chefs from all over the world come here to learn at famous institutes.



Reason # 7

- Lyon is home to the Frères Lumières, the inventors of cinema, and their home/museum.



Reason # 8

- Lyon is home to home to many well-known universities and international schools.



Reason # 9

- Lyon is the silk capital of the world. Museums and factories present this incredible trade.



Reason # 10

- Lyon is the second largest city in France with a large international tradition.
 - Sister cities in over 20 countries.



Lyon Itinerary – March 2016

Sample

Wednesday, March 23rd

Arrive in Lyon at 2pm on TVG 5164

Thursday, March 24th

Arrive at Sainte-Marie Lyon at 8am - Breakfast

Tour of the campus

Class with exchange partner

Lunch with exchange partner

Visit of the city

Friday, March 25th

8-9am class

9am visit of Lyon frescos

10am – Visit of Les Halles de Lyon

12pm – l'Atelier des Chefs cooking class

2:30pm – Visit of Maison des Canuts

March 26th-28th

Easter weekend In the family

Tuesday, March 29th

8-10am – Classes

10:30am – Visit of Musée de la miniature et du cinéma

1 :30pm – Take a boat to Musée des Confluences

Wednesday, March 30th

8-9am - Class

9am – Segway tour of the city (WEAR GYM SHOES)

Thursday, March 31st

Paris – Meet at Perrache train station. Train at 7:51am TVG 6608

Paris Itinerary – March 2016

Sample

Thursday, March 31st

Arrive 10:15am Gare de Lyon
Hotel
Go to Luxembourg for lunch
See the Luxembourg Gardens
Do the walking tour – 2:30pm until 4:30pm
Musée D'Orsay
Dinner by Motte-Piquet
Eiffel Tower

Friday, April 1st

Louvre
Rivoli/Tuileries
Lunch around Tuileries
Angéline for chocolat
See the Madeleine
Go to the Opéra
Sacré Coeur
Dinner at Place du Tertre
Arc de Triomphe

Saturday, April 2nd

Sainte Chappelle
Notre Dame
Musée de la Déportation
Berthillon
Lunch at Pompidou
Catacombs
Dinner at Cochonnaille
Bateaux Mouches

Sunday, April 3rd – Go home

**Glenbrook South/Les Maristes
Exchange
April 2016**

Sample

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3	4	5	6 French students arrive at O'Hare Arrive at Terminal 5 arrivals at 6:25pm	7 - B Welcome to GBS at 8am in 261. Obtain Student ID Cards. Breakfast. Pick up your student in room 261 after block 1. Shadow for day. Potluck at GBS at 6:30 in cafeteria!	8 - G Block 1 - rm 261 Shadow all day. Gym Jam is after school.	9
10	11 - B Block 1 - rm 261 5 students will visit Attea. Presentations to middle school students. Full day of shadowing	12 - G Late Start - No Block 1 meeting Shadow a freshman Meet in rom 261 after school 3:30- 6pm Laser Tag Party Time Palace	13 - B Chicago - Leave from room 261 Visit Sears Tower and MSI Please pack a lunch/send money Leave at 8.30am Return at 4pm at front entrance	14 - G Block 1 - rm 261 5 students will visit Springman. Presentations to middle school. Full day of shadowing 3:30 - 5pm Game night	15 - B Block 1 - rm 261 Shadow	16
17	18 - G Block 1 - rm 261 Presentations to French classes	19 - B Block 1 - rm 261 Presentations to French classes 3:30-6pm Sky High Sports in Niles	20 - G Block 1 - rm 261 Full day shadow	21 - B Chicago Will return before end of regular day! Navy Pier/Bean/Art Institute Pick up your student in rm 261 Goodbye pizza party with only students	22 - G Block 1 - rm 261 Students return to O'Hare airport. Return to France. Leave from GBS. Please arrive at GBS at 6:15pm	23

General notes:

Special classes just for the French students are scheduled for various periods. See schedule above. When not in a special class, they shadow their host. Give your exchange student a clearly written schedule with room numbers.

Remember to provide lunch.

Your exchange student will arrive late to your first block class every day. Please tell your teachers.

Photography, sign language, history of Chicago, cooking and kindergarten classes will also be offered during the day throughout the 2 weeks.

BOARD POLICY: EDUCATIONAL TRAVEL EXPERIENCES

7050

Page 1 of 3 pages

Section A - Introduction

The Board of Education believes that structured learning should not be limited to the classroom. Valuable experiences for Glenbrook students exist within and outside the boundaries of District #225. The Board also realizes that additional responsibilities can arise when students are taken from the school premises. Staff, parents, and students should be aware of these responsibilities and the necessity for reasonable administrative procedures. The physical welfare of our students and staff must be paramount in our considerations and judgment. 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 involving an overnight stay prior to submission to the Board for approval.
3. No student may participate in an educational tour unless he or she has accident and health insurance coverage protecting against bodily injury or death while participating in the tour. Cost of said insurance, when not otherwise existing, shall be assumed by the organization conducting the tour. Demonstration of satisfactory insurance coverage shall be made in writing to the assistant superintendent of business affairs as a condition of and prior to Board approval.
4. The Board of Education is not authorized to use district funds for any expenditures incurred on such a tour for meals, lodging, or transportation costs. However, the Board may authorize the compensation of necessary personnel while on tour if the personnel are performing duties in the ordinary course of their employment.
5. All school rules and regulations regarding student and employee conduct shall apply for students and employees participating in educational tours.
6. The Board of Education reserves the right in its sole discretion to cancel any previously approved trip whenever it believes that the safety of the participants may be at risk. Should a trip be cancelled, the Board of Education will assume no legal responsibility or financial liability for monetary losses or other damages incurred by the participants. Participants should be aware that travel insurance may be available at the participant's expense through the sponsoring agency or another insurance source.

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 an employee or a private agency that have been recommended for approval by the principal, to use school facilities without rental charge to inform students and parents of educational travel programs within any of the fifty United States or any foreign country that, 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, supported, or conducted 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 employee or agency in publicizing the program must contain a statement to this effect, the language of which has been approved in advance by the superintendent. These same materials must also carry the name, address and phone number of the sponsoring employee or agency.
2. No student may participate in educational travel unless he or she has accident and health insurance coverage protecting against bodily injury or death while participating in the educational travel. Cost of said insurance when not otherwise existing shall be assumed by the student or private agency financing the educational travel. Demonstration of satisfactory insurance coverage shall be made in writing to the assistant superintendent of business affairs as a condition of and prior to superintendent approval.

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

District equipment, materials or supplies, including stationery, shall be used for educational tours under Section B of this policy only, and shall not be used for any educational travel that is not district sponsored.

Section E - Student Trips Exclusion

Student trips as outlined in Board Policy #7230 are not included within the provisions of this policy.

Section F – Parameters for Vendors

All vendors seeking consideration as an educational tour provider must work with the Director of Operations to provide proper documentation and agree to parameters developed by the district administration as outlined in this policy and its procedures. The monetary values of the student insurance requirements as listed in the student travel parameters in the procedures to this policy may be adjusted as necessary by the Superintendent without further action by the Board of Education.

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
Revised: January 25, 2016