

GLENBROOK SOUTH HIGH SCHOOL

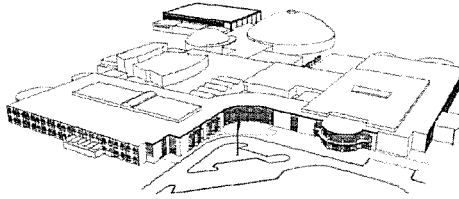
Northfield Township High School District 225

4000 WEST LAKE AVENUE
GLENVIEW, IL 60026

Web: www.glenbrook225.org/south

Telephone: 847.729.2000

Fax: 847.486.4462



Office of the Principal

To: Dr. Mike Riggle

From: Brian K. Wegley *BW*

Re: GBS Chinese Student Exchange

Date: November 3, 2014

Attached is a travel request from Ms. Hong Wu, our Chinese teacher. This opportunity has been established through an exchange with Beijing Yuxin School. I am confident that, like other exchanges, this experience will prove to be a valuable one for our students, families and visitors.

Our students will travel to Beijing in June of 2015 and Chinese students will reciprocate with a visit in March of 2016. During their three-week visit to China, students will begin in Beijing, where they will visit Beijing Yuxin School for one week. GBS students will then continue their tour by traveling to Xi'an, Chengdu, Hagzhou, and Schanghai. These destinations will also include school visits. As defined in the attached Board Policy 7050, this will be an Educational Tour, which is travel that is conducted, but not financed, by the district.

This exchange mirrors those currently occurring in Japan, Spain, France and Germany. I am thankful for this opportunity for our families and students and I support the approval of this tour.

Please let me know if you need any additional information.

To: Dr. Brian K. Wegley
From: Ms. Hong Wu
Date: Thursday, October 30, 2014
Cc: Ms. Danita Fitch
Mr. Cameron Muir
Subject: Proposal: Glenbrook South Chinese Exchange Program

Exchange and trip proposal: This proposed student exchange and trip will be a new experience between Glenbrook South High School and Beijing Yuxin School, a high school in Beijing, China, that is affiliated with Beijing Normal University. This program will give GBS students the opportunity not only to apply their relatively newly acquired language skills in a country where it is the native language, but also to experience the highlights of authentic Chinese culture and lifestyle. If approved, GBS students along with teacher chaperones will visit Beijing Yuxin School for one week in June, 2015. The families of the Beijing Yuxin students will host GBS students through the entire stay in Beijing. These students, in return, will reciprocally visit Glenbrook South during February or March of 2016.

During the three-week trip, GBS students will also visit Xi'an, Chengdu, Hangzhou, and Shanghai, in addition to school visits. Please reference the attached itinerary for details. The trip would tentatively start on June 12th with flying to Beijing and conclude on June 30th, returning from Shanghai.

We are requesting board approval for this exchange.

Rationale: At Glenbrook South, a growing number of students study Chinese language and culture, but rarely get the opportunity to visit a Chinese-speaking country or even converse with a native Chinese-speaker their own age. 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 Chinese program, by allowing a significant number of GBS students the opportunity to experience Chinese culture first-hand. These students, in turn, are able to share their experiences with other students of Chinese 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 Chinese students and their teachers when they eventually visit Glenbrook South.

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

- The Chinese students will arrive in February or March, 2016. They will be accompanied by teachers from Yuxin School. They will spend approximately one week with their host families in Glenview.
- The Chinese visitors will be integrated into various predetermined classes, departments, guest lectures, as well as community organizations during their one-week stay.
- Chinese Teacher (Ms. Wu) and the exchange teachers will accompany the Chinese students on a joint field trip during one school day.
- The Dean's office will provide student ID cards for all Chinese visitors.
- The District office will be contacted if bus passes are needed.
- The Dean's office will allow for 24 extra students to eat lunch in the cafeteria during the time of the Chinese exchange.
- Ms. Wu will arrange field trip transportation for the Chinese students during their stay.

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

- The trip to China will start the day after the last day of school in June. Our tentative departure date is Friday, June 12, 2015.
- Students will stay with Chinese host families for one week. During that time the students will go to school and go on cultural visits. Students will tour Beijing. Students will visit museums, cultural sites and historical places.
- The cost of the 3-week trip will be \$3950. This includes visa application fees, airfare, train tickets, museum and site entrance fees, meals, and hotel costs outside of Beijing.
- In order to be eligible to participate in the exchange, students must be enrolled in at least second year Chinese during 2014.
- Hong Wu (GBS Chinese teacher) will be working under the guidelines of the school district and in collaboration with Chinese teacher, Yvonne Wolf, to plan the trip.

- The travel portion of the exchange will be registered with the State Department and all Centers for Disease Control warnings will be carefully noted and communicated to parents before our departure.

History: Two years ago, in the Summer of 2013, Chinese teacher, Hong Wu, took thirteen Academy students to China with Mr. Matthew Whipple and Dr. Rosanne Williamson. The group visited Beijing Yuxin School and received a warm welcome by the students, teachers and administrators. Academy students got to meet their pen pals from Yuxin School. They spent one hour to tour the school, chatting with their pen pals and exchanging gifts. The 2015 exchange will give GBS students an even more enriching experience while shadowing Beijing students in classes and staying with students' families. Both schools look at this opportunity as a valuable teaching tool that will have long lasting benefits for all participants, the World Language Department and the greater GBS community.

The School: Beijing Yuxin School is a public school in Beijing, China, that is affiliated with Beijing Normal University. It was built in 1997. The school already has ongoing exchanges with schools in Australia, England and Germany. It is a school of about 3,000 pupils from the 1st through 12th grades. The majority of students participating in the program are in the 10th and 11th grades.

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 Chinese 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 the host schools. The experience provides them with a coherent intercultural experience to inspire intercultural understanding and a lifelong desire to be world citizens in our ever-shrinking global community.

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

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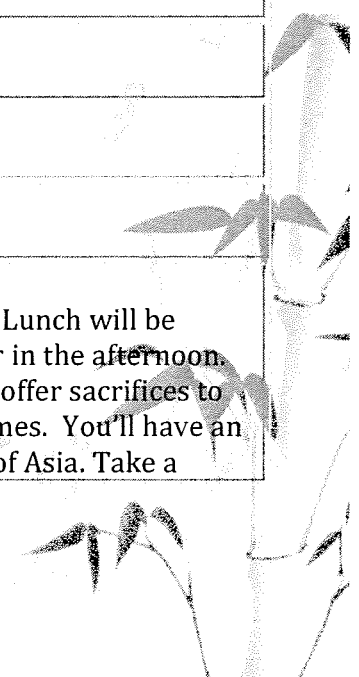
Glenbrook South High School
Splendid China 17 Days
 Beijing-Xi'an-Chengdu-Hangzhou-Shanghai

Tour Code: NHF-13-A0613

Tour Itinerary


※ Meal Code: B=Breakfast, L=Lunch, SL=Special Lunch, D =Dinner,

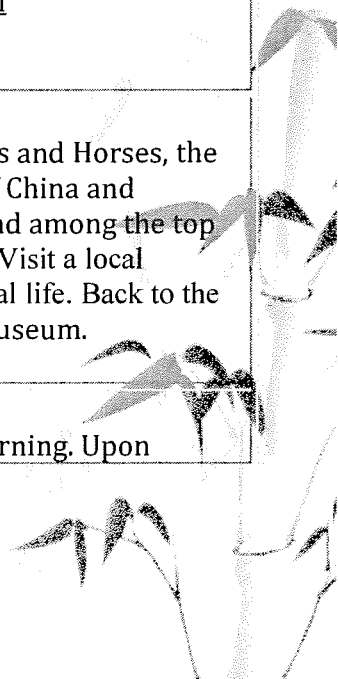
DAY	DATE	TRANS	ITINERARY DETAILS
1	Fri 6/12/15	Flight	Chicago → Beijing You'll depart from Chicago to Beijing.
2	Sat 6/13/15	NA	Arrive in Beijing Arrive in Beijing-the capital of China. Your local partner Representative will greet you at the airport and transfer you to Beijing school. Today's accommodation and meal plan will be at your own.
3	Sun 6/14/15	Coach	Beijing L, D China travel service tour guide will pick up you at Beijing school. Start your city tour to visit the Forbidden City. This complex, the largest and most intact conglomeration of ancient structures of the imperial palace ever built in the world. Next stop is the Tiananmen Square, the largest public square in the world. Continue your tour to the Summer Palace, the largest ancient imperial garden in China. Enjoy the famous Chinese Gongfu Show before back to school.
4	Mon 6/15/15	NA	Beijing Today you will run your own program.
5	Tue 6/16/15	NA	Beijing Today you will run your own program.
6	Wed 6/17/15	Coach	Beijing Today you will run your own program.
7	Thu 6/18/15	Coach Train	Beijing SD This morning, you will run your own program. Lunch will be arranged at school. Start your half day city tour in the afternoon. Visit the Temple of Heaven, which was used to offer sacrifices to heaven and pray for good harvest in ancient times. You'll have an opportunity to shop at the largest Jade Center of Asia. Take a



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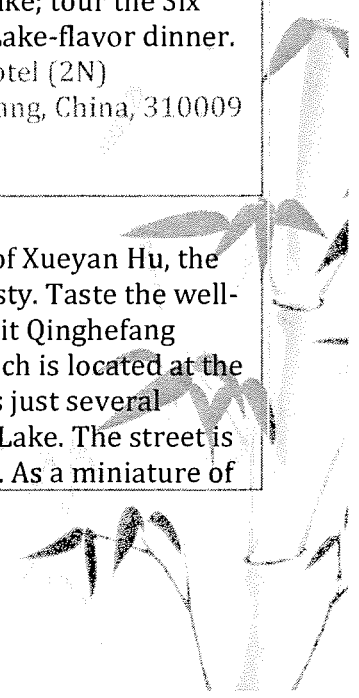
			rickshaw ride touring the Hutongs (Beijing Old Alley), visit a local family's courtyard house and enjoy your lunch there. Dinner at famed Quanjude Restaurant for authentic Beijing Roast Duck gourmet.
8	Fri 6/19/15	Coach	<p>Beijing  Xi'an B, L, D</p> <p>Breakfast at school then start today's highlight, a trip to the astonishing Great Wall at Juyongguan Pass. The Great Wall is the most famous image of China throughout the world. Watch skilled artisans at work at a cloisonné factory after lunch. Visit the Sacred Path of Ming Tombs. 13 of the 16 Ming Dynasty Emperors have their tombs here. This is an attractive destination with a lot of natural scenery and historical stories. The final stop today is the Tong Ren Tang Chinese Herbal Medicine Institute, a TCM store dedicated for Imperial medications since 1723. With 188 year's history, it is the best place to learn about the rich and colorful culture of Traditional Chinese Medical and Medicines. Take overnight express train to Xi'an. Stay overnight in soft-sleeper train car shared by 4 people. Reference Train Schedule: Z53, 8:03PM / 8:10AM (+ 1)</p>
9	Sat 6/20/15	Coach	<p>Arrive in Xi'an B, L, D</p> <p>Arrive in Xian in the morning. Meet your tour guide at train station and then transfer to hotel. Have your Breakfast at a Mc Donald on the way to your hotel. Visit Ancient City Wall and Gate, the Large Wild Goose Pagoda in the morning. Lunch at a local restaurant. Visit the Grand Mosque and Muslin quarters and then have some free time at the Drum Tower square. Enjoy the Imperial Dumpling Banquet Dinner and Tang Dynasty Dancing and Singing Show. Accommodation in Xian: Titan Times Hotel (2N) http://www.titantimeshotel.com/index_en.html Add: 360 W. Huancheng Road, Xi'an Tel: 86-29-8862 6666</p>
10	Sun 6/21/15	Coach Flight	<p>Xi'an B, L, D</p> <p>Breakfast at hotel. Visit the Terra Cotta Warriors and Horses, the attached defending army to the first emperor of China and regarded as "the eighth wonder of the world" and among the top archaeological excavations of the 20th century. Visit a local farmer's cave home to learn about local famer's real life. Back to the city then visit the Shanxi Provincial Historical Museum. Lunch and Dinner at local restaurants.</p>
11	Mon 6/22/15	Coach	<p>Xian → Chengdu B, L, D</p> <p>Breakfast at hotel then fly to Chengdu in the morning. Upon</p>



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			<p>arrival, we drive to Chengdu Panda Research Base in the afternoon. The Giant Panda Breeding Research Base is located on the mountain of Futoushan in the northern suburbs of the city, where you can see pandas bred in nature. Then continue to visit Dufu Thatched Cottage. Dufu was one of the greatest poets of the Tang Dynasty and the Dufu Cottage is his residence when he took refuge in Chengdu. It was just in this small and simple house that Du Fu was inspired to write more than 200 poems, some of which are regarded as masterpieces of realist poetry. Visit Jinli Lane to find out original old Chengdu taste. You have some free time in the People's Square in the evening and After dinner; you may enjoy the famous local opera "Facing Change" Show at your own.</p> <p>Accommodation in Chengdu: Dorsett Grand Chengdu (2N) Add: 168 Xi Yulong Street Qingyang District, Chengdu Tel : (86-28) 8332 8666 http://www.dorsetthotels.com/chengdu/</p>
12	Tue 6/23/15	Coach	<p>Chengdu ⇄ Mt. Leshan ⇄ Chengdu B, L, D Breakfast at hotel then drive to Mt. Leshan. Over the centuries, the cultural treasures springing from the fertile Sichuan Basin region have grown in number. Today, we'll travel to the city of Leshan for a tour of the Leshan Giant Buddha. Back to Chengdu then visit Wide and Narrow Lanes, Kuan Alley and Zhai Alley of Chengdu which is famous shopping area in Chengdu. Fly to Guilin after dinner.</p>
13	Wed 6/24/15	Coach	<p>Chengdu → Hangzhou B, L, D Breakfast at hotel. Transfer to airport and fly to Hangzhou. Lunch at local restaurant. Hangzhou is a city described by Marco Polo as "the most beautiful and magnificent city in the world". Have a relaxing cruise tour on the magnificent West Lake; tour the Six Harmony Pagodas and enjoy the special West Lake-flavor dinner. Hotel in Hangzhou: West Lake Golden Plaza Hotel (2N) Add: Jiefang Rd Shangcheng, Hangzhou, Zhejiang, China, 310009 Tel: 86- 571- 8792 6666 Web: http://www.jzjzhotel.com/Html/Main.asp</p>
14	Wed 6/25/15	Flight	<p>Hangzhou B, L, D Breakfast at hotel. Visit the Former Residence of Xueyan Hu, the richest Chinese businessman in late Qing Dynasty. Taste the well-known Dragon Well Tea at local tea garden. Visit Qinghefang Ancient Street, is a section of Hefang Street which is located at the northern foot of Wu Shan Hill in Hangzhou. It is just several hundred meters away from the beautiful West Lake. The street is the only well-preserved part of the ancient city. As a miniature of</p>



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			the city's long history, it is the best place to embody the historical and cultural character of Hangzhou. Then visit the Red Carp Pond, located west of the South Su Causeway, is the center for viewing the fish in Flower Harbor Park, and is one of the famous "Ten Views of West Lake".
15	Wed 6/26/15	Coach	<p>Hangzhou ⇄ Shanghai B, L, D Breakfast at hotel. Visit Lingyin Temple, which is a Buddhist temple of the Chan sect located north-west of Hangzhou. The temple's name is commonly literally translated as Temple of the Soul's Retreat. It is one of the largest and wealthiest Buddhist temples in China, and contains numerous pagodas and Buddhist grottoes. After, take coach to Shanghai, the modern metropolis and commercial center of China. Upon arrival, start your memorable tour of Shanghai by walking along the famous Bund, a mile-long stretch along the Huangpu River. Lined by the colonial architectures of European design, this area is the best place to capture the western influences of the old days. Continue to visit the Shanghai World Financial Center. Enjoy Chinese Tea ceremony performance Accommodation in Shanghai: Minya Hotel (2N) http://www.daysinn.cn/english/hotel/tongji_a.htm Tel: 86-21-5093 3333 Add: 500 Gushan Road, Pudong District, Shanghai</p>
16	Thu 6/27/15	Coach	<p>Shanghai B, L, D Breakfast at hotel. Visit the Ming Dynasty Yuyuan Garden and Temple of the Old City God. Visit Pudong Economic Zone and then have some free time at Hengshan Road, a former French Concession Area and now a street with unique Shanghai Shi Ku Men architecture and vibrant night life district. Enjoy exciting Chinese Acrobatic Show. Lunch at a local restaurant, and special farewell Dinner at a local restaurant for authentic local flavors.</p>
17	Fri 6/28/15	Coach Flight	<p>Shanghai → Chicago B Breakfast at hotel then you are free at leisure until transfer to airport and fly back to Chicago. Flight info: TBA</p>



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Weather Information (in Fahrenheit, average high and low in Jun)

City	High	Low
Beijing	80	72
Xian	82	74
Chengdu	84	78
Hangzhou	85	78
Shanghai	86	78

Other Notes

Please be advised that your tour will be executed following above itinerary. However, our China offices and local handling agencies in China reserve the right to make alterations or adjustment in the itinerary as to the order of sightseeing, meals and culture programs should they think are necessary to make your trip run more smoothly. Thanks for choosing Nexus Holidays Chicago and have a safe and pleasant trip!

Tour Cost

Tour Package Cost:

1. (Group size at 6 & above) **3950.00 /each person**

* Price above is based on double occupancy. Single Hotel rooms supplement is \$990 / each.

* Price above is based on at least **6** students

* One (1) chaperon travel free with **6** students.

2. (Group size at 10 & above) **3850.00 /each person**

* Price above is based on double occupancy. Single Hotel rooms supplement is \$890 / each.

* Price above is based on at least **10** students

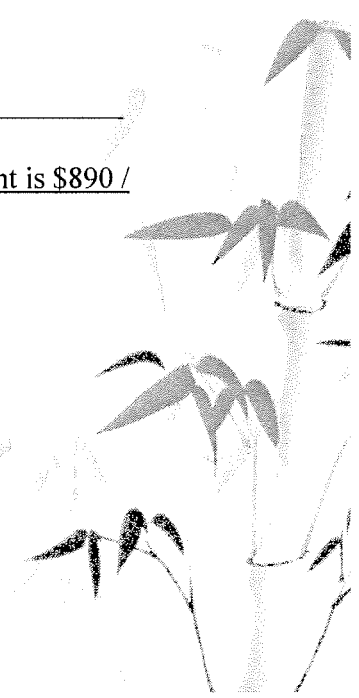
* One (1) chaperon travel free with **6** students.

3. (Group size at 20 & above) **3800.00 /each person**

* Price above is based on double occupancy. Single Hotel rooms supplement is \$890 / each.

* Price above is based on at least **20** students

* One (1) chaperon travel free with **6** students.



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What's Included and Booking Information

1. International Air tickets:

- 1) for departure from USA to Beijing and return from Shanghai on coach class, all tax and fuel surcharges included.
- 2) Airfare is based on current airline promotion and seats availabilities. Seats are non-upgradeable. For business class or upgradeable airfares, please check with us separately.

2. Land Portion Tour Cost Includes:

- 1) Eleven (10) nights 5&4 star hotel accommodations for itinerary above and are all based on double occupancy (twin-share basis); Three (3) persons occupancy in one hotel room can be arranged by adding one extra bed in the room. No hotel room cost deductions for triple occupancies.
- 2) Most of meals as listed above. Meals per day or as indicated; Chinese-American Buffet Breakfasts at hotel restaurant every day; Lunch or Dinner are basically Chinese Style and will be arranged in local restaurants designated by China National Tourist Beau. American Style fast foods lunch and dinner such as McDonalds, Pizza Huts and KFC can also be arranged per requests without extra charges.
- 3) Admissions to all sightseeing and culture programs above;
- 4) Land transportation for itinerary listed above. Coach class air tickets are from Xian to Hangzhou and Shanghai to Taipei as well speedy train from Beijing to Xian at soft sleeper cabin (4 passengers in one cabin)
- 5) English Speaking Local tour guide for arrival and departure transfer, sightseeing and culture exploration time.
- 6) Travel Accident Insurance in mainland China with coverage up to RMB200, 000.00; Travel agency USD 1 Million Liability Insurance.
- 7) Unlimited Bottled water during sightseeing.
- 8) China Visa Application Fee [CTS can take care of it at \$160 for individual Visa for standard service]. Detailed instructions will be provided after tour confirmations.

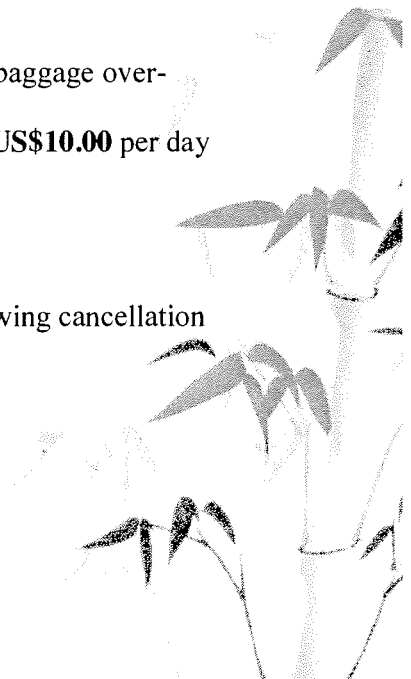
3. Land Portion Tour Cost DOES NOT Include:

- 1) All personal related expenses, such as phone bills, laundry, Postage, baggage over-weight charge, beverages etc.;
- 2) Gratuities for local tour guide, coach driver and national tour guide. **US\$10.00** per day per tour member is recommended;
- 3) All expenses not mentioned.

4. Cancellation Policy:

Cancellation Notice in letter or fax must be received by CTS. The following cancellation fee applies:

- 1) 45 or more days prior to departure: \$300 per person will be assessed.
- 2) 30-44 days prior to departure: \$400 per person will be assessed.
- 3) 14-29 days prior to departure: \$500 per person will be assessed.



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- 4) 4-13 days prior to departure: \$1000 per person will be assessed.
- 5) Less than 3 days or nonappearance: 100% of total charge.
- 6) Besides the cancellation fee from CTS, Penalties from Airlines or Train Companies apply if air or train tickets have been issued.

5. Payment through:

Payment be through check or money order

Pay to	China Travel Service
Our Tel:	312-328-0688
Our address:	2145 S. China Place., Chicago, IL 60616
Attn: Eric Mok	

6. Remark:

- 1) The price is based on at least **10** people and subject to change till \$500 per person deposit is received for reservation. No Free of Charge for either land portion or international air tickets.
- 2) Current exchange rate is 1: 6.15; we reserve the right to change prices due to exchange increase. But the cost will not change after receiving the tour deposit.
- 3) Please be advised that your tour will be executed following above itinerary. However, our China offices and local handling agencies in China reserve the right to make alterations or adjustment in the itinerary as to the order of sightseeing, hotels, meals and culture programs should they think are necessary to make your trip run more smoothly.

Reservation and Payment

Reservation

Please provide a valid travel document (passport copy) or your valid passport names to make reservations. For Group Reservation, name list is not required when sending deposit, but name list must be provided at least 2 months before departure.

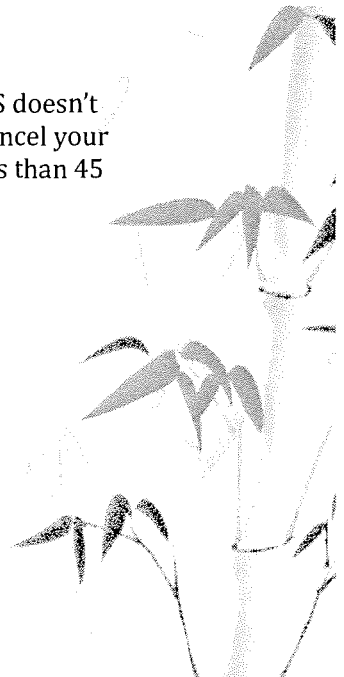
Deposit:

\$500 deposit per person is required when making reservation. The booking becomes a contract at the time you put deposit.

Final Payment:

Final payment must be received no later than 45 days prior to departure. If CTS doesn't receive your final payment 45 days before departure, we reserve the right to cancel your reservation and charge cancellation fees accordingly. If the booking is made less than 45 days before departure, full amount should be paid when booking.

Thanks for choosing China Travel Service Chicago!



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