

# GLENBROOK SOUTH HIGH SCHOOL

Northfield Township High School District 225

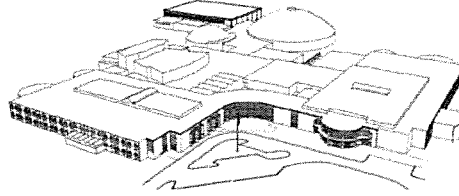
4000 WEST LAKE AVENUE  
GLENVIEW, IL 60026

Web: [www.glenbrook225.org/south](http://www.glenbrook225.org/south)

Telephone: 847.729.2000

Fax: 847.486.4462

*Office of the Principal*



**To:** Dr. Mike Riggle

**From:** Dr. Brian K. Wegley *BN*

**Re:** GBS French Exchange Program

**Date:** June 4, 2015

Attached is the formal request from Mr. Matthew Bertke to continue the French Exchange program with the school located in a region of France that offers rich cultural opportunities for our students. During the last exchange, he found that the school itself was a great match for Glenbrook students. I am excited about the opportunity this trip will again provide for our students to apply their language skills and to be immersed in French culture. The attachments include information from past trips with an itinerary from last year to give you an approximation of the plans for this exchange.

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 requires approval from the principal, superintendent and Board. The parameters put in place by Mr. Bertke makes this trip similar to the Spanish Exchange trip and band trips that have occurred across District 225 throughout the years.

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

To: Brian K. Wegley  
From: Matthew Bertke

cc: Danita Fitch  
Cameron Muir  
Dr. Michael Riggle

Date: Monday, May 04, 2015

Subject: French Exchange Program

**Exchange Proposal:** This proposed student exchange will be the third 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. Approximately eighteen Glenbrook students will visit France during Spring Break of 2016. Then, approximately eighteen French students will visit Glenbrook South during the last two weeks of the month of April. The families of the GBS students exchange participants will provide housing and meals. 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 mid-April, 2016. 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 teacher (Mr. Bertke) 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 district office will be contacted if bus passes are needed.
- The Dean's Office will allow for 18 extra students to eat lunch in the cafeteria during the time of the French exchange.

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

### **France, 2016**

- The trip to France will start after school on Thursday, which is the start of spring break. Our tentative departure date is Thursday, March 24, 2016.
- 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, fourth or fifth year French during 2016.
- Matthew Bertke (GBS French teacher) 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 three highly successful exchanges between the two high schools over the past six years. The exchange will follow the same format as last year, with the same coordinators at both high schools. 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 region. It is a college preparatory school with a focus on international perspectives. The school has many exchanges throughout the world, from Australia, German, 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. We are also seeking approval due to the two days the chaperon and participants will miss during the travel portion.

**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 Lenckos – 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 x4520

Position French Teacher Date of Submission 4/30/2015

III. Dates and Times of Leave/Return

Total Number of School Days Missed per Person 2

Departure Date/Time 03/24/2015 Return Date/Time 04/05/2016

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

Teachers and Staff Matthew Bertke

Students GBS students in French 3, 4 and 5  
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>	<u>0</u>	
Lodging		<u>500.00</u>	
Meals (Advance)		<u>400.00</u>	
Judging		<u>N/A</u>	
Substitute Teacher		<u>N/A</u>	
Transportation <u>Entrance Fees</u>		<u>200.00</u>	
Air		<u>1500.00</u>	
Bus/Car		<u>200.00</u>	
District Total		<u>N/A</u>	<u>N/A</u>
Cost to Student		<u>2800.00</u>	<u>N/A</u>

VII. Approval

Danita Johnson Jim K. O'Keefe

5/4/15 Supervisor 6/4/2015 Principal Superintendent  
 Date Date Date

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

Glenbrook High School District #225

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