

September 24, 2013

Request:

- Approval for Spanish students to travel to Costa Rica during the summer (Late July/early August) of 2015
- Approval for fundraising activities for this trip

Objectives:

- To immerse students in another culture
- To encourage and increase daily use of conversational Spanish

Alignment with Iowa Core Curriculum

- History Objectives:
 1. *Understand how and why people create, maintain, or change systems of power, authority, and governance.*
 2. *Understand the role of culture and cultural diffusion on the development and maintenance of societies.*
 3. *Understand the role of individuals and groups within a society as promoters of change or the status quo.*
- Geography:
 1. *Understand how physical and human characteristics create and define regions.*
 2. *Understand how human actions modify the environment and how the environment affects humans.*
 3. *Understand how culture affects the interaction of human populations through time and space.*
- 21st Century Skills: Political Science/Civic Literacy:
 1. *Understand how various political systems throughout the world define the rights and responsibilities of the individual.*
 2. *Understand the role of the United States in current world affairs.*
- 21st Century Skills: Employability
 1. *Communicate and work productively with others, incorporating different perspectives and cross cultural understanding, to increase innovation and the quality of work.*

Trip Basics:

- 6 students=1 chaperone; Chaperone—Mrs. Tisha Macon
- EF has been notified that the New Hampton group would be traveling with a group from Crestwood High School
- If there are 12 students, another chaperone will be asked.
- Trip will last 9 days flying out of Minneapolis; all meals, lodging, and transportation are included in the price.
- Traveling with EF Educational Tours, a reputable, worldwide student travel organization
- An EF Tour Director and EF bus driver are assigned

specifically to our group

Costs:

- Approximately \$2,000 per student; paid for by the student and supplemented with fundraising activities
- Chaperones travel free with the EF program guidelines
- Students fund their own spending money

Safety and Liability

- Please see the included packet explaining EF's policy on insurance and safety



EF Educational Tours Profile and Credentials

EF Educational Tours is a part of the EF Education First family. EF Education First provides global education opportunities for students, including educational tours, language schools, high school cultural exchange, International Baccalaureate programs and graduate school degrees. EF also offers professional development study tours for educators.

Mission:

"To break down barriers of language, culture, and geography that divide us."

Fast Facts:

Company Name: EF Education First (abbreviated to EF)

Founded: 1965 in Lund, Sweden

Founder: Bertil Hult

Co-CEOs: Philip Hult and Alex Hult

Owner: Privately-held by the Hult family

Headquarters: Lucerne, Switzerland

Number of Schools and Offices: 450

Global presence: 54 countries

Employees: 35,000 (15,000 full-time office staff, 3,500 full-time faculty and 16,500 part-time teachers and tour directors)

EF Programs

Learn a Language Abroad:

EF Language Travel

EF International Language Centers

Local Language Schools:

EF English First Schools

EF Centers for Kids and Teens

Online Language Training:

EF Englishtown

Corporate Language Training:

EF Corporate Language Learning Solutions

Academic and Degree Programs:

Hult International Business School

EF International Academy

EF University Preparation Programs

Educational Tours:

EF Educational Tours

Smithsonian Student Travel

EF College Study Tours

EF College Break

Go Ahead Tours

Cultural Exchange:

EF High School Year

Cultural Care Au Pair

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Core Information

Question	Answer
Organization name	EF Educational Tours
What does EF Educational Tours specialize in?	<p>EF Educational Tours provide international experiences that complement school curricula with experiential learning, allowing students to deepen their understanding of the people and places they've learned about in the classroom. International experiences also provide teachers and students with an opportunity to bring global perspectives back to their schools.</p> <p>EF Educational Tours offer more than 290 itineraries specifically designed to meet the needs of educators. Programs include Educational Tours, Language Immersion Tours, Service Learning Tours, Custom-Designed Tours, and Global Student Leaders Summits. All allow students to experience new cultures and languages, interact with local people, and connect classroom lessons with global experiences.</p> <p><i>Global Student Leaders Summits</i> bring together student leaders from around the world to solve today's issues. Through open dialogues, students will collaborate to solve challenges in an international context, which in turn builds strong global competence skills. This summit series promotes innovative thinking in order to prepare the next generation of global leaders for their future.</p> <p>All tours are enhanced by <i>weShare</i>, EF's project-based learning program that combines an online platform with global experiences to help students engage more deeply before, during, and after their tour. <i>weShare</i> stands for students having authentic research experiences and is a personalized, student driven educational program.</p>
Main market/customers:	US schools and school districts
How many years has the company been in business?	EF Education First has been in business since 1965.
What is the chain of command at your company?	The President of EF Educational Tours is Shane Steffens. Shane has been with the organization for 15 years and oversees all of the North American

	<p>operations, as well as the tour production process for all international destinations. Working with Shane is a team of thirteen Regional Directors who each are responsible for a specific territory within the United States. The Regional Directors are experts in the educational environment within their states and work with a team of specialized Tour Consultants to support schools and teachers in their area. In addition, states have a dedicated Regional Manager who lives and works in that specific state. This individual provides face to face support for local educators in developing global education programs. Each region also works with a specialized Regional Account Coordinator in the Customer Service Department to support parents and students who are traveling on EF Educational Tours.</p>
<p>What is EF's experience with booking travel for student organizations?</p>	<p>EF was founded in 1965 and now has over 400 schools and offices in 55 countries. EF Educational Tours has sent students from all 50 states to more than 50 countries.</p>
<p>What credentials does EF Educational Tours have?</p>	<p>EF Educational Tours is accredited by the following regional, national and international accrediting organizational:</p> <ul style="list-style-type: none"> • Western Association of Schools and Colleges WASC ACS • Southern Association of Colleges and Schools SACS CASI • North Central Association of Colleges and School NCA CASI • Middle State Association of Colleges and Schools MSA CES • National Council for Private School Accreditation NCPSA • Accreditation International AI <p>EF Educational Tours is a member of the Strategic Council for The Partnership for 21st Century Skills, USTOA (United States Tour Operators Association), ETOA (European Tour Operators Association), SYTA (Student Youth Travel Association), and BBB (Better Business Bureau).</p>

Liability Information

<p>How is the district/school/teacher protected from liability?</p>	<p>All administrators, teachers, and schools traveling with EF Educational Tours are protected by a General Liability Insurance policy, outlined below:</p> <ul style="list-style-type: none"> • All EF Group Leaders are covered for the duration of the EF Educational Tour. • EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-. • Coverage is up to \$15 million per occurrence (and in the annual aggregate) for covered claims related to the tour regarding bodily injury, property damage and errors and omissions. • EF obtains a release from the participant and/or the participant's parents related to such potential claims. <p>EF's Global Liability Insurance Plan allows for schools and districts to be added to the policy by written agreement. EF can provide a certificate of insurance that details coverage.</p>
<p>Does EF provide coverage for tour participants?</p>	<p>Designed especially with EF travelers in mind, the All-Inclusive Coverage Plan includes:</p> <ul style="list-style-type: none"> • Tour cancellation and Interruption Coverage • Baggage and Property Coverage • Medical and accident Coverage • Flight Delay Coverage • 24-hour Emergency Assistance <p>More information is available at eftours.com/coverage or 1-800-665-5364.</p>
<p>What safety measures do you have in place?</p>	<p>Traveler safety is the number one priority for EF Educational Tours. To ensure traveler safety, EF takes the following steps:</p> <ul style="list-style-type: none"> • Group Leader, parent, and student preparation: Through years of experience, EF has found that preparation is the best way to ensure a safe and enjoyable experience abroad. All Group Leaders are provided with multiple resources to discuss with students

	<p>and parents about behavior, supervision, and how to handle emergency situations. Students and parents are also provided with a safety and travel guide to help prepare for the tour experience.</p> <ul style="list-style-type: none"> • Student Rules of the Road: All travelers must carefully adhere to specific regulations while on tour. For the complete policy, please visit: http://www.eftours.com/student-tours/travel-preparation/travel-tips/road-rules.aspx • Tour Director training and responsibilities: Tour Directors are trained to handle any challenging situation and emergencies that might arise. All Tour Directors carry a mobile phone and have 24-hour access to local EF offices as well as EF worldwide and North American Headquarters. Background checks are conducted on all Tour Directors prior to working with EF. • Hotel and restaurant requirements: All hotels that work with EF are required to meet rigorous standards for safety and cleanliness. While on tour, Tour Directors conduct a nightly safety inspection to ensure that hotels meet the safety requirements outlined by EF. • Sound travel policies: EF's policies surpass the recommendations of the U.S. Department of State, Federal Aviation Administration and the National Transportation Safety Board.
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Costs

<p>What is included in the price?</p>	<p>All tours include the following:</p> <ul style="list-style-type: none"> • Round trip airfare • All tours work on a 6:1 free place ratio • Breakfast and dinner daily • Hotel accommodations with private bathrooms, 3-4 students/room • A full-time Tour Director • Guided sight-seeing tours of educational,
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	<p>cultural, and historical significance and main points of interest</p> <ul style="list-style-type: none"> • Entrance fees to sights listed on the itinerary • Free time for group exploration (Group Leader-organized activities, optional excursions, etc.)
Can tours be customized?	<ul style="list-style-type: none"> • Tours can be customized to fit the needs of the group. (Pricing for customized tours will vary depending on the number of paying participants.) • Tours can also be run as private groups. (Pricing for private groups will be determined on the number of paying participants.)
Does EF collect funds directly from traveler's and/or student's parents?	<ul style="list-style-type: none"> • Yes—EF offers two payment plans for families to pay for the trips, our Monthly Payment Plan and our Manual Payment Plan.
Will EF refund any/all collected funds?	<p>All travelers are subject to our standard cancellation policy. Travelers desiring additional protection are able to purchase the All-Inclusive-Coverage.</p> <p>www.eftours.com/bookingconditions</p> <p>(If more information is needed, include the full cancellation policy as an addendum)</p>

Logistics

How will students travel?	<p>All EF tours include round-trip airfare. EF reserves seats with the major airline carriers. Most itineraries include travel by motor coach and many will use local public transportation (subway, bus) in major cities. Some itineraries may include additional travel via trains, ferries or cruises.</p>
Where will students stay?	<p>Students stay in hotels that meet specific requirements. EF has a rigorous process of vetting each property for quality and safety. Each hotel must be in a safe area, have a high standard of cleanliness, and be equipped to work with student groups. All hotels rooms have private bathrooms.</p>
What food will students eat?	<p>Tours will begin each day with a continental breakfast: bread and rolls with butter and jam; juice, coffee, tea or cocoa; often cereal, yogurt, fruit, cheese or breakfast meat. Lunches are not included and groups</p>

	are encouraged to make their own culinary discoveries in country. Dinner is a nutritious balance of familiar dishes and local favorites. Restaurants selected are prepared to accommodate student groups and are reviewed by EF staff on an ongoing basis to ensure high quality and cleanliness.
Can EF accommodate students with disabilities?	EF Educational Tours does everything possible to accommodate students with disabilities on tours. Some destinations are less handicapped accessible than others.
Who handles the logistics of the trip?	<p>- Pre-tour</p> <p>Each Teacher who serves as Group Leader works with a dedicated Tour Consultant who will assist with all of the logistics and details of selecting a tour, recruiting students, and preparing for departure. Tour Consultants will liaise with the EF operations team in Lucerne, Switzerland, as they coordinate tour itineraries.</p> <p>In addition, an EF Regional Manager lives and works in your state and is available to provide face-to-face support for your travel program. This individual works with educators and administrators across the state to enhance global education programs and can be a wealth of knowledge to support your work.</p> <p>- On-Tour</p> <p>Each tour includes a Tour Director. Tour Directors are well-trained professionals and multi-lingual professionals who are excited to share their knowledge and to provide historical and cultural information about the sights and destinations along the tour. Your Tour Director is also responsible for the day-to-day logistics throughout the duration of your tour. Background checks are conducted on all Tour Directors prior to joining EF.</p>
Average size of overseas tours EF books?	An average size group consists of roughly 40 participants.
What processes are in place to ensure continuous improvement?	Continuous improvement is directed by the EF International Advisory Board, which includes the executives of accrediting organizations and experts in the fields of 21st century skills, experiential learning, project-based learning, service learning, and

	<p>international education.</p> <p>EF also asks each Group Leader to complete multiple online evaluations throughout the tour process. Post tour, an indepth conversation is held with each Group Leader to asses their experience. This feedback is continuously evaluated to ensure high quality on all EF programs. These evaluations are monitored by a team of experts in EF’s Boston, Denver, and Lucerne offices to ensure timely response to any feedback that needs attention. Feedback indicates that 98% of EF Group Leaders would refer a friend or colleague to participate in an EF Educational Tour.</p>
<p>What scholarships or other opportunities do you have?</p>	<p>EF awards annual <i>Global Citizen Scholarships</i> to students who exemplify the qualities of a global citizen. Scholarship recipients are high school students dedicated to promoting global awareness. Recipients travel free, with peers, on an educational tour to an international destination, where they participate in hands-on learning experiences while building global competence.</p> <p>Annually, educators have the opportunity to earn a <i>Professional Development Scholarship</i> where participants travel for free on a professional development tour to a select destination. Recipients are selected based on interest in and committment to global education initatives in their state.</p>

Educational Benefits

<p>What are the educational benefits of an EF tour?</p>	<p>As the world leader in international education, EF Educational Tours develop global citizens and enhance global education at schools across the country.</p> <p>All tour educational experiences and coursework are developed and evaluated by experts.</p> <p>The EF Education Team is composed of experienced educators with master and doctoral degrees and expertise in K-12, university and professional development programs.</p>
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	<p>EF's educational quality is reviewed by six accreditation organizations.</p> <ul style="list-style-type: none"> • Western Association of Schools and Colleges WASC ACS • Southern Association of Colleges and Schools SACS CASI • North Central Association of Colleges and School NCA CASI • Middle State Association of Colleges and Schools MSA CES • National Council for Private School Accreditation NCPSA • Accreditation International AI <p>Continuous improvement is directed by the EF International Advisory Board, which includes the executives of accrediting organizations and experts in the fields of 21st century skills, experiential learning, project-based learning, service learning, and international education.</p> <p>Students learn to be global citizens through real life educational experiences.</p> <p>Whether preparing for college or career, all students learn to interact in a globally connected world. EF Educational Tour programs:</p> <ul style="list-style-type: none"> • Provide students real-life experiences to support their classroom learning and bring back to their school • Give students the opportunity to use their first-hand experiences traveling in another country to compare and contrast language, culture and social studies. • Provide experiences which require students to understand the interconnectedness of the world. • Provide students the opportunity to gain global competency by investigating the world, recognizing difference perspectives, communicating ideas and taking positive action. • Engage student in a way which incorporates the 21st century skills of critical thinking,
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	<p>collaboration, communication and creativity.</p> <p>EF Educational Tour programs are tied to state and national standards.</p> <p>EF Educational Tours, Professional Development Tours, credit-bearing courses and weShare, EF’s project-based learning program incorporates the standards, skills or criteria of the following well respected education initiatives:</p> <ul style="list-style-type: none"> • Global Connection standards in the National Curriculum Standards for Social Studies www.socialstudies.org/standards • Culture and Connections standards in the Standards for Foreign Language Learning www.actfl.org • Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects www.corestandards.org • Global Competency Criteria in the Council of Chief State School Officers’ EdSteps Project www.edsteps.org • 21st Century Skills identified by the Partnership for 21st Century Skills www.p21.org • Learning Forward Standards of Professional Learning http://www.learningforward.org/standards
<p>What credit offerings does EF have?</p>	<p>As an accredited education provider, EF offers a variety of learning experiences; independent study and online courses complement the educational tours for academic credit or professional development.</p> <ul style="list-style-type: none"> • Students can earn 0.5 high school elective credits by participating in weShare, EF’s project-based learning program that combines an online platform with global experiences. weShare allows students to explore a topic of their choosing and conduct research before, during, and after their tour. The weShare experience culminates in a final

	<p>project where students present their findings and submit their project for a final grade.</p> <ul style="list-style-type: none"> • Students can earn 1.0 high school elective credit for the Global Connections Course, which combines educational travel with before, during and after tour assignments. • Student can earn college credit through EF's partnerships with universities. For weShare participants, Eastern Oregon University offers a course for 3 undergraduate credits. Eastern Washington University offers field study courses combined with educational travel. • Educators can earn 45 or 60 professional development hours or points for leading student tours and completing the Global Perspectives I (independent study) and II (online) courses including before, during and after tour assignments. • Educators can earn graduate level professional development units through the University of the Pacific by combining online coursework with EF Professional Development Tours or with leading student tours.
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Identifying Information

Tour Provider:	EF Cultural Travel, Ltd. Haldenstrasse 4 6006 Lucerne Switzerland Tel: +41 (0)41 417 4500 Fax: +41 (0)41 417 4501 www.ef.com
Tax Identification Number:	94-2480207
US Offices:	EF Center Boston One Education Street Cambridge, MA 02141

	EF Center Denver 1755 Blake St. Suite 300 Denver, CO 80202
Contact information:	Boston (p) 1-800-637-8222 (f) 800.318.3732 (Boston) www.eftours.com Denver (p) 1-800-637-8222 (f) 720-930-8599 (Denver) www.eftours.com

