

WARREN COUNTY SCHOOL DISTRICT
Warren, Pennsylvania
REQUEST FOR FIELD TRIP

Requested by (Contact Person): Kathy Neal School: EMSHS/SAMSHS
(One Contact Person only) First and Last Name
Home Phone Number: 814-723-1529

Grade Level/Group/Club/Planned Instruction: Grades 9-12

Field Trip to: _____
Paris _____ France
City State Country

Dates(s) of Field Trip: July 10-17 Overnight: ☒ 10

Departure Time: July 10 Return Time: July 20

Teacher(s)/Adult Sponsor(s): Kathy Neal

Number of Chaperones: TBA Number of Students: TBA (7-12)

Will there be handicapped students or adults participating in the field trip who require special transportation or accommodations? Yes ☐ No ☒

If Yes, briefly describe the provisions which have been made and indicate the building contact person who can provide additional information. Contact: _____

Description: _____

A parental consent form must be on file.

Give a detailed explanation on the back of the form of the educational benefit of the trip, including the PA Academic Standards affected.

Total Cost of Trip: \$4,480 - includes transportation, hotel, 2 meals/day +

Total student/parent expenses, including "pocket money": \$540 (passports) + \$120 pocket money

Total transportation costs paid by student/parent: \$ included in Total Cost of Trip

Substitute teacher expenses: \$ 0.00

Transportation costs paid by WCSD: \$ 0.00

Subtotal of student/parent cost: \$27,000

Subtotal of WCSD cost: \$0.00

TOTAL: \$26,160

☐ Form WCSD-42A attached if this is a club, athletic, international, or overnight trip

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Educational Benefits
(Include PA Academic Standards addressed.)

PA (proposed) Academic Standards for World Languages:

12.1.1 Communication

A - B - expansion of vocabulary

C - comprehension of written sentences and paragraphs

12.3. Culture

A - Products and customs of target language

B - Experiencing cultural patterns in various settings

C - Describing differences in cultures

12.5.1

A - face to face interaction

B - interpreting questions and answers on a national level

C - interpreting newspapers, TV, etc.

Approvals

☐

Principal:

Kelly Martin

Signature

☐

Supvr of Athletics/Co-Curricular Activities:

Signature

☐

Assistant Superintendent:

(international and/or overnight)

Signature

☐

Assistant Superintendent:

Acknowledgement

Initials

Addendum to WCSD Field Trip Form and Response to Form WCSD-42A

1. The attached sheet from Explorica should provide all the information needed to complete the requirements of Form 42-A.
2. Method of transportation will be a commercial flight from Buffalo, NY to Paris, France on July 10, 2006. Return will be from Paris to Buffalo on July 17, 2006.
3. The address and phone number of the hotel lodging in Paris is also included. It is:
Hotel Campanile Paris (Porte d'Italie) phone # will be provided.
4. The contact person at Explorica is Ms. Sonia Taylor. Phone #1.888.310.7120 ext.240.
5. The departure date is July 10, return date is July 17, 2006.
6. The number of chaperones will be determined by the number of students who enlist to go on the trip. All this is done on-line on our own exclusive web site set up by Explorica. All chaperones will be either employees of the district or the IU.
7. No school days will be missed due to the summertime departure date. The proposed PA Standards for World Languages, as outlined on the first page of the application, will be met with everything that the group does. Also, parents will be kept abreast of every detail of the trip by going to the web site where photos taken by the tour director in Paris will be posted every day for their perusal.

Also included in the final price of \$2,040 is a Comprehension PLUS Travel Protection which is optional, yet recommended for purchase at a cost of \$112 (\$14/day). This ensures a complete refund less \$95 if a student has to cancel at the last minute after all fees have been paid.

Other expenses which will be up to the student include:

- Passport fees
- Lunches while in Paris
- Drinks at all meals
- Souvenirs, etc.

Respectfully submitted,
Kathy Neal

EXPLORICA: WHAT'S INCLUDED



included in your tour

TOUR FEE INCLUDES

- > Round-trip transportation
- > Accommodations in triples* with private bathrooms in tourist, superior-tourist, and first-class hotels
- > Breakfast and dinner daily (unless otherwise noted)
- > Full-time services of a professional Tour Director
- > Guided sightseeing tours and city walks
- > Airport transfers and transportation between cities and scheduled activities
- > Visits to listed attractions and theater tickets per program description
- > 24-hour emergency service

LIFETIME MEMBERSHIP INCLUDES

- > Waived Membership Fee for life
- > Access to your group's online Tour Diary photos and journal entries
- > Special travel offerings for up to five years after your enrollment date

*Does not apply to tours to North America

optional offerings

ADDITIONAL TRAVEL PROTECTION

Our **Comprehensive Travel Protection** provides medical, baggage, and trip interruption coverage. Our **Comprehensive PLUS plan**, administered by Explorica, adds a cash-back cancellation policy.

STAY AHEAD/STAY BEHIND

All good things must come to an end, but why hurry? Extend your journey by planning extra travel time before or after the scheduled tour. Explorica will be happy to arrange a new flight itinerary for you to spend more time exploring.

OPTIONAL EXCURSIONS

Visit French châteaux or romp with Australian wildlife. Explorica offers optional activities, including excursions, performances, and events, within each program for an extra fee.

“ In March I had a chance to go to Europe with your company. I have to say it was the best trip of my life. I got to go with my best friends and the best people. I thank you Explorica for putting together such a great package for people to enjoy. Thank you once again for a once in a lifetime experience. I won't ever forget it. ”

BETTY HALLLEY, DANOTILLO HIGH SCHOOL



Explorica, Inc.
145 Tremont Street, 6th fl.
Boston, MA 02111
tel: 1.888.310.7120
fax: 1.888.310.7088

explorica.com

September 15, 2005

To Whom It May Concern,

We understand that many school officials have expressed concern about allowing their students to travel abroad. We want to assure you that the safety of the tour participants is Explorica's number-one priority and that we have policies and procedures in place to protect the school, school district, teachers, and participants involved with this tour.

Explorica has a \$5 million liability policy with AIG/Lexington Insurance Company that protects 3rd parties and tour participants (students, teachers, chaperones) for injuries and damages resulting from Explorica's negligence. We know that school officials should not have to assume responsibility for the safety of their students while abroad, and with Explorica, they don't. Explorica has taken all precautions to best protect the students and other tour participants. For additional information on our liability insurance, or to receive evidence of our insurance coverage, please contact our insurance broker, Judy Doble of Wells Fargo Acordia, at 617.204.2517.

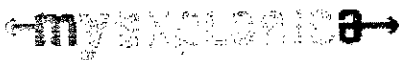
Explorica enters into individual contracts with each tour participant and his or her parents. As soon as a participant signs this contract, we immediately begin planning the trip to ensure that students get the best tour possible. We buy airline tickets, make hotel deposits, and arrange all the other elements of the trip so that the tour is not coordinated hastily at the last minute. During this extended planning process, we incur costs that we cannot recoup. These costs are why we must charge cancellation fees when participants withdraw, even if a school board, which is not in any way financially liable for the tour, cancels the trip.

We of course share your concern for the students' safety and peace of mind. Our optional Comprehensive and Comprehensive PLUS Travel Protection Plans provide medical, baggage, and cancellation insurance coverage for our travelers. We also have a network of support staff overseas as well as a 24-hour emergency service for groups and their families. We offer additional peace of mind for parents and friends of our travelers by providing an online "Tour Diary" that is updated with pictures and journal entries by the Tour Director throughout the trip. When deciding whether to run a tour, Explorica always follows the guidelines of the U.S. Department of State, which issues country-specific Travel Warnings when they "decide, based on all relevant information, to recommend that Americans avoid travel to a certain country." We feel that this government department is in the best position to make this judgment. There are currently no Travel Warnings issued for any Explorica destination, so we continue to proceed as planned with all our tours.

If you would like to discuss this matter further, we would be happy to speak with you at any time. Please call us at 1.888.310.7120.

Sincerely,

Dan Kellard
Explorica, Inc.



Name: KATHY NEAL

Home

Contact Information
Security Information
My Tours
Enrollment Area
Log Out

Messages

New Message
Inbox
Sent Items
Deleted Items
Contacts
Settings

Getting Ready

Packing Hints
Visa and Passport
Helpful Links
Know Before You Go
Travel Protection Plans

Explorica Sites

Educational Tours
Summer Academy

\$2,040

From Buffalo

Paris, City of Light

Monday, July 10, 2006 - Monday, July 17, 2006 (8 Days)

Tour Director: Earlwyn Covington

Hotel: Hotel Campanile Paris (Porte d'Italie) (7/11/2006 - 7/16/2006)

[Print this Quote](#)

[Edit this Quote](#)

[Delete this Quote](#)

Group Size

11 Travelers (Including yourself)

Chaperone Ratio

6 students per free chaperone

Premium Rewards Program

Declined

Group Optionals

None

Fees

You estimated that you will have 11 total travelers in your group, including 1 free chaperone for every 6 full-paying participants. The following fees apply to your full-paying participants:

\$95 Lifetime Membership Fee

\$1,575 Tour Fee

\$258 Airport fees, taxes, and airline fuel surcharges
(Subject to Change)

* \$112 Comprehensive PLUS Travel Protection - includes cancellation and health protection
(Recommended)

\$2,040 Total Fee *

Additional Adult Fees

The following additional fees apply only to full-paying participants 21 and older and are not included in the total price listed above.

\$95 Adult Supplement

\$180 Twin Room Upgrade

\$275 Additional Adult Fee

Upgrade Fees

The following additional fees apply only if the participant elects to upgrade during the signup process.

\$180 Twin Room Upgrade (Students only)

\$180 Single Room Upgrade (Adults only)

Current Available

Currently there are

[Reserve this Tour](#)

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fax: 1.888.310.7088



explorica.com

Testimonials

"[My Program Consultant], my guardian angel, helped my group and me every step of the way. This is an incredible travel experience for students (and my parents who went along, too). [Our Tour Director] was an incredible leader in discovering the flavor and culture of the four countries we visited. *Merci beaucoup!*"

B. Mace

French Teacher

"Explorica's website made organizing my trip so easy. The students were excited to watch the trip countdown, and the Tour Diary appealed to a number of parents of first-time travelers. Many others have expressed gratitude after noting such user-friendly navigation tools as the Useful Links, which I can tailor to suit my group, and the Tour Timeline, which helps me keep the group organized. The online registration process enabled me to keep track of everything and still devote my full attention to my classes."

E. Magarahan

French Teacher

"Parents and school administration were impressed with the daily communication they received via the website. The daily updates and photos were greatly appreciated and put everyone at ease."

L. Hamilton

Social Studies Teacher

"We had a wonderful time on our trip. The best part was that the parents at home could follow along by logging into the website to see daily pictures of all of the fun that we had!"

D. Leba

Spanish Teacher

"The Tour Diary is what sold me because it kept so many of our parents extremely happy. They loved seeing the kids doing things each day. It was a great way to keep in touch with my students and Explorica."

L. Uchaczyk

Social Studies Teacher

"I would like to say how grateful I am for the daily updates and pictures we are receiving from the group. Not only can we see our children enjoying this wonderful adventure, but it gives us peace of mind to see they are actually alright! Thank you for providing this great opportunity and for thinking of the parents!"

Susan Schulte

Parent

Re:

LARRY R. NEAL

From: Gasser Family ~~[REDACTED]~~
Sent: Thursday, October 27, 2005 10:48 PM
To: LARRY R. NEAL
Subject: Re:

Mrs. Neal:

I have gone to Europe with students for the past 10 years. I used CHA (Cultural Heritage Alliance) for the first 4 and Explorica for the last one (June 2005) and was most pleased with their cost, their dependability, their organization, and their service. I will use Explorica again when we head back to Europe in 2007. Our trip consisted of a ten journey to London, Paris , and Rome.
I would strongly urge you to consider Explorica for your future travel as they served myself and my students very well.

With regards
Robert J. Gasser

10/28/2005

9-28-05

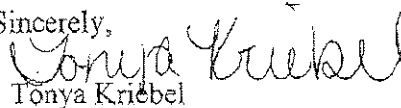
To Whom It May Concern:

I am writing in regards to the French trip proposal to France. I was the student who brought the idea to Mrs. Neal's attention after finding out that my own cousin was going on a trip to Germany with his school. I think that visiting another country would be a great experience that is a once in a life time opportunity.

If approved this trip will allow the students to experience first hand what is going on in other parts of the world. We will get to learn about the history, and experience the culture first hand. It will exceed anything we could ever be taught in a classroom.

I know that not many trips like these happen in our district, but I encourage you to really consider the possibility. I know of many school districts that allow club trips to other countries. I feel that by allowing these trips we are "keeping up" with these progressing districts and not being left behind in the dust. I believe that this will encourage more interest in our foreign language departments and open the door to create a more worldly student body.

Sincerely,


Tonya Kriebel

(Senior student of Eisenhower High School)

CERTIFICATE OF INSURANCE						DATE (MM/DD/YY) 8/17/05	
PRODUCER Boston Insurance Brokerage, Inc. C/O Acordia, Inc. 125 Summer St. 16th Floor Boston, MA 02110			617-330-1005 THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.				
COMPANIES AFFORDING COVERAGE							
INSURED Explorica 145 Tremont Street Boston MA 02111			COMPANY A Lexington Insurance Company				
			COMPANY B				
			COMPANY C				
			COMPANY D				
COVERAGES THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YY)	POLICY EXP. DATE (MM/DD/YY)	LIMITS		
A	GENERAL LIABILITY	5763305	7/30/05	7/30/06	GENERAL AGGREGATE 5000000		
	<input checked="" type="checkbox"/> COMM. GENERAL LIABILITY				PROD-COMP/PROP AGG.		
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERS. & ADV. INJURY 5000000		
	<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE 5000000		
					FIRE DAMAGE (One Fire)		
A	AUTOMOBILE LIABILITY	5763305	7/30/05	7/30/06	COMBINED SINGLE LIMIT 2000000		
	<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)		
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)		
	<input checked="" type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE		
	<input checked="" type="checkbox"/> HIRED AUTOS				AUTO ONLY-EA ACCIDENT		
<input checked="" type="checkbox"/> NON-OWNED AUTOS	OTHER THAN AUTO ONLY:						
GARAGE LIABILITY					EACH ACCIDENT		
<input type="checkbox"/> ANY AUTO					AGGREGATE		
EXCESS LIABILITY					EACH OCCURRENCE		
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<input type="checkbox"/> OTHER THAN UMBRELLA FORM					STATUTORY LIMITS		
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					EACH ACCIDENT		
THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE:					DISEASE-POLICY LIMIT		
<input type="checkbox"/> INCL <input type="checkbox"/> EXCL					DISEASE-EACH EMPL.		
A	OTHER	5763305	7/30/05	7/30/06	Aggregate 5,000,000		
	Errors & Omissions						
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS EVIDENCE OF INSURANCE COVERAGE FOR TOUR OPERATIONS OF EXPLORICA INC. GENERAL LIABILITY, PROFESSIONAL LIABILITY, AND NON-OWNED HIRED AUTO LIABILITY COVERAGE. POLICY TERRITORY IS WORLDWIDE AND PROVIDES FULL TERRORISM COVERAGE.							
CERTIFICATE HOLDER EXPLORICA, INC 145 TREMONT STREET BOSTON, MA 02111				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.			
				AUTHORIZED REPRESENTATIVE 