Monroe County Community School Corporation
Administration Center – 315 North Drive – Bloomington, IN 47401

Overnight or Out-Of-State Field Trip Approval Request

School: Batchelor Middle School
Individul(s) Requesting Trip: Wendi South
Position: Spanish Teacher
Class/Group: Ms. South’s Spanish class
Purpose of Trip: Educational/cultural - tied to standards
Date(s) of Trip: June 16 - June 24, 2010
Time of Departure from Bloomington: Time of Return to Bloomington:
Trip Destination: Costa Rica - San José
Transportation to be Used: own transportation to airport
Number of Students: 18
Number of Adults (not including bus drivers): 3
School Time Missed: None
Cost of Trip: $9,825.00 (for 18 students)
Cost Per Student: $1965.56; optional insurance.
Funding Sources: Sponsorships from local businesses, personal & fundraisers
Will the cost prevent any student from participating if s/he does not have money to go? Yes [X] No [ ]
Is this an overnight trip? Yes [X] No [ ]

If YES, complete the following information for EACH NIGHT (continue on back if necessary):
Name of Hotel: Arenal Vista Lodges
Address of Hotel: Calle 38, Aves 5 y 7
Arenal, Costa Rica
Type of Accommodations (per room, adult/student ratio per room, etc.):
1/5 adult/student ratio

Rationale for Trip: Students will engage in conversations, provide, obtain information, express feelings and emotions, and exchange opinions in a language other than their own. To fully understand another culture, students need to develop an awareness of another people’s way of life, their patterns of behavior, and of traditional ideas, attitudes, and perspectives. The best way to do this is being immersed in another country, its culture. Students become more globally aware and are able to appreciate the diversity in their world.

Signature of Teacher/Sponsor [Signature]
APPROVAL: Principal’s Signature [Signature]

SUBMIT THIS FORM AND INSURANCE INFORMATION TO SUPERINTENDENT
All-Inclusive Insurance Plan

Make sure you’re covered while you’re on tour—enroll in EF’s All-Inclusive Insurance Plan today!
Travel with peace of mind. Join the 90% of EF travelers who have already chosen to travel with ease.

For $125, you can rest assured that you are covered by our All-Inclusive Insurance Plan, which is specifically designed to meet the needs of EF travelers. We encourage all participants to sign up for this comprehensive coverage plan in the event that something unexpected happens before or during your tour. Sign up for insurance when you enroll on your tour in order for your coverage to begin immediately.

Travel with ease knowing you are covered by:

Tour Cancellation and Interruption Insurance:

- Full refund of the Program Fee if canceling prior to tour due to a medical emergency, financial hardship due to unexpected job loss, jury duty, military call to active duty or severe damage to home. A partial refund of the Program Fee if leaving tour early due to family emergency, serious illness or injury requiring hospitalization.

Medical and Accident Insurance:

- Coverage for hospital bills, doctors’ fees and medical transportation for illnesses or injury on tour
- Direct payments will be made to the hospital in the event of hospitalization
- Travel and accommodation expenses for a family member to be with you while you are hospitalized
- Combined coverage of up to $35,000 for the above situations

Baggage and Property Insurance:

- Coverage for theft of baggage, cash, airline tickets, valuable documents and valuable property in cases of theft or delay
- Emergency cash on tour of up to $300 within 24 hours in case of theft

24-hour Emergency Assistance:

- Assistance and handling of claims during your tour

These insurance plans are underwritten by Elitea Insurance International Ltd., E.B., Perry Building, 40 Church Street, P.O. Box HM 352, Hamilton HM 11, Bermuda through a Master Policy issued to EF Cultural Travel Ltd. The information above is a summary. For conditions, limitations and exclusions, please refer to the Master Policy which may be obtained by calling EF at 1-800-665-5364 or visiting eftours.com. The EF Travel Insurance policy shall always be secondary to all other policies of insurance.

To purchase insurance, please call customer service at 1-800-665-5364 or visit eftours.com.
BULLDOGS ABROAD!
Fundraising Plan

Goals
We want to raise funds to support our trip abroad. Specifically, we hope to raise enough money to pay for gratuities and lunches for all of our travelers! In addition, we hope to offset program fees for travelers based on their individual participation in a variety of fundraising efforts.

Plan
The fundraising committee will coordinate eight fundraising opportunities—all will be held during the 2009-2010 school year. Please look to receive more information about additional opportunities in the fall.

Details

Private Trip
Travelers should understand that the planned trip to Costa Rica with EF Educational Tours is a private trip organized independently from Batchelor Middle School and the School District. As such, we have the freedom and flexibility to raise funds independently. Please understand this point: Ms. South is working in cooperation with Mr. Gipps to ensure that the interests of the Batchelor and MCCSC and individual travelers are protected. The School District wants you to understand that MCCSC is not liable for occurrences associated with the trip and therefore highly recommends that travelers opt to take advantage of the all-inclusive trip insurance offered by EF. Also at MCCSC request, we are not to represent our trip as a school trip; instead, we should be very clear during fundraising that we are taking a privately organized trip.

Fundraising Contract
By participating in fundraising projects, each participant expresses interest in traveling with Ms. South on the upcoming EF tour. Each participant intends to enroll on the tour and chooses to participate in fundraising to pay a portion of all enrolled students’ fees. If participants end up not traveling with the group, canceling, or having his or her enrollment canceled for any reason, said participant will forfeit any money raised to be used toward the remainder of participants traveling.

Distribution of Funds
Sponsorship generated through the letter-writing campaign will be distributed equally among all travelers toward a) customary gratuities of $100 per traveler and b) lunch money of $150 per traveler.

Funds raised through other organized activities will be distributed equitably among individuals participating in each activity. For example, if an activity generates $1000 and 10 people worked the activity, each person would receive a credit in the amount of $100.

Families are invited and encouraged to participate on behalf of individual travelers and will be considered in the equitable distribution of funds. Using the same example, if the 10 people who worked an activity came from the families of only 4 travelers—Susie, Susie’s Mom, Susie’s Dad, Susie’s older sister, Johnny, Johnny’s Mom, Johnny’s Dad, Bobby, Bobby’s Dad, and Kelly—distribution would be as follows:

  Susie: $400; Johnny: $300; Bobby: $200; Kelly: $100.

Individual Fundraising
Travelers are encouraged to conduct individual fundraising to apply to their own accounts with EF. Students have been provided collection cans to collect pocket change from friends and family. For travelers who are Internet savvy, please check out http://www.chipin.com for an online fundraising tool. More ideas for individual fundraising can be found at http://www.eftours.com/fundraising.

Questions?
This trip is being coordinated by Wendi South. If you have questions, please call (812)330-7763 ext. 425 or email wsouth@mccsc.edu.
BULLDOGS ABROAD!

Sponsorship Letter-Writing Campaign

Goal
We want to raise funds to support our trip abroad. Specifically, we hope to raise enough money to pay for gratuities and lunches for all of our travelers!

Objective
On September 29th, we will send 100 letters to local businesses and organizations asking for sponsorship.

Plan
Step 1: By September 14th, each traveler should submit 20 or more contacts for local (and even out-of-town) businesses and organizations. The more contacts submitted, the more sponsors we will get! Use the phone book, call the businesses, and get the names of the people in charge of authorizing sponsorships. For smaller businesses, this might be the owner; larger businesses might have someone in charge of public outreach, etc. Remember, if we don’t send a letter, we are deciding for someone! Do not pre-judge whether or not someone will sponsor the trip; let every contact make his or her own decision!

The following information is required:

Business Name: ____________________________
Contact Name: ____________________________ Position: ____________________________
Mailing Address: ____________________________
City: ____________________________ State: ____________________________ Zip Code: ____________________________
Phone Number: ____________________________

Please type the required information in MS Word or Excel and email it as an attachment to wsouth@mccsc.edu by September 26th.

Step 2: Call contacts and let them know to expect to receive a sponsorship letter at the beginning of October. Call whether or not you know the contact personally, as calling will help our chances of gaining sponsorship! When calling, do not mention Middle School or the School District; instead, make it clear that we are traveling with a private tour company.

Step 3: I will compile contacts, mail letters on September 30 and follow up with phone calls in early October.

Questions?

This fundraising event is being coordinated by Ms. South. If you have questions, please call (812) 330-7763 ext. 425 or email wsouth@mccsc.edu.
YOU can make a WORLD of difference to
Bulldogs Abroad!

Dear <<___________>>, 

As an active community member, I am sure you are interested in ways to improve the lives and education of our young people. I feel exactly the same way. It is for this reason that I have decided to lead a group of local middle-school students on an educational tour to Costa Rica in June of 2010. The experiences they will have while traveling will serve as life-long lessons and will undoubtedly change their perspective on themselves and their place in the world.

Educational travel is a key component of a globally-focused curriculum. The opportunity to witness new cultures first hand and experience history typically only learned in a textbook is one that only enhances a student’s enthusiasm for learning. It is my hope that as many students who want to participate in this unique learning opportunity will have the chance.

We have chosen to partner with EF Educational Tours for our trip abroad – EF has over 40 years of experience in student travel and offers our students the lowest possible prices. Despite all this, it is still going to be difficult for many students to afford a trip of this magnitude. This letter goes out to you, as a local business owner and community member, to ask for your support of their mission.

Our collective goal is to raise $10,000 for our students. We greatly appreciate any contribution. Every $25, $50, or $100 adds up! Our group will be working hard all year to raise funds for this trip, and we thank you for your support. Your sponsorship will be recognized through press-release recognition, personalized thank-you cards for “Hour” sponsors, and the option of student presentations for “Day” sponsors.

I will contact you in a few days to follow up. In the meantime, if you have any questions about our trip, our fundraising goals, or the benefits of educational travel, please feel free to contact me via wsouth@mccsc.edu or at (812)330-7763 ext. 425.

Sincerely,

Wendi South
Bulldogs Abroad! Group Leader

---

Yes, I would like to invest in our children’s future!

I will sponsor the following portion of a student’s trip:

<table>
<thead>
<tr>
<th>Hours</th>
<th>Amount</th>
<th>Hours</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>$25</td>
<td>2 Days</td>
<td>$600</td>
</tr>
<tr>
<td>4</td>
<td>$50</td>
<td>3 Days</td>
<td>$900</td>
</tr>
<tr>
<td>8</td>
<td>$100</td>
<td>4 Days</td>
<td>$1200</td>
</tr>
<tr>
<td>24</td>
<td>$300</td>
<td>Other Amount:</td>
<td></td>
</tr>
</tbody>
</table>

Sponsor’s Name ______________________

Sponsor’s Address ______________________

Please attach a check made payable to EF Educational Tours, including our Tour ID # (767960-G2) in check memo line.

Please save a stamp, save a tree, and save a landfill! If this letter reaches you and for whatever reason you are unable to sponsor a portion of a trip, consider passing this letter to someone else instead of throwing it away!
Dear Mr. <<______>>, 

As an active community member I’m sure you are interested in ways to improve the lives and education of our young people. I feel exactly the same way. It is for this reason that I have decided to lead a group of students on an educational tour to Costa Rica in June of 2009. The experiences they will be exposed to while traveling will serve as life-long lessons and will undoubtedly change their perspective on themselves and their place in the world.

Educational travel is a key component of our new globally-focused curriculum. The opportunity to witness new cultures first hand and experience history typically only learned in a textbook is one that only enhances a student’s enthusiasm for learning. It is my hope that as many students who want to participate in this unique learning opportunity will have the chance.

We have chosen to partner with EF Educational Tours for our trip abroad – EF has over 40 years of experience in student travel and offers our students the lowest possible prices. Despite all this, it is still going to be difficult for many students to afford a trip of this magnitude. This letter goes out to you, as a local business owner and community member, to ask for your support of their mission.

Our collective goal is to raise $10,000 for the students. We greatly appreciate any donation you are willing to contribute. Every $25, $50 or $100 adds up! Our group will be working hard all year to raise funds for this trip and we thank you for your support.

We really appreciate your assistance and thank you in advance for your support. I will contact you in a few days to follow up, in the meantime if you have any questions about our organization, our fundraising goals, or the benefits of educational travel, please feel free to contact me via wsouth@mccsc.edu or at (812) 330-7763 ext. 425.

Sincerely,
Ms. Wendi South

Yes, I would like to invest in our children’s future!
I will sponsor in the amount of:

<table>
<thead>
<tr>
<th>Amount</th>
<th>$25</th>
<th>$50</th>
<th>$100</th>
<th>$250</th>
<th>$500</th>
<th>Other</th>
</tr>
</thead>
</table>

Sponsor’s Name ____________________________

Sponsor’s Address ____________________________

Please attach a check made payable to:
EF Educational Tours
One Education Street
Cambridge, MA 02141
Please include our Tour ID #: 767960-G2 in check memo line.
YOU can make a WORLD of difference to Bulldogs Abroad!

Dear << __________ >>,

As an active community member, I am sure you are interested in ways to improve the lives and education of our young people. I feel exactly the same way. It is for this reason that I have decided to lead a group of local middle-school students on an educational tour to Costa Rica in June of 2010. The experiences they will have while traveling will serve as life-long lessons and will undoubtedly change their perspective on themselves and their place in the world.

Educational travel is a key component of a globally-focused curriculum. The opportunity to witness new cultures first hand and experience history typically only learned in a textbook is one that only enhances a student's enthusiasm for learning. It is my hope that as many students who want to participate in this unique learning opportunity will have the chance.

We have chosen to partner with EF Educational Tours for our trip abroad – EF has over 40 years of experience in student travel and offers our students the lowest possible prices. Despite all this, it is still going to be difficult for many students to afford a trip of this magnitude. This letter goes out to you, as a local business owner and community member, to ask for your support of their mission.

Our collective goal is to raise $10,000 for our students. We greatly appreciate any contribution. Every $25, $50, or $100 adds up! Our group will be working hard all year to raise funds for this trip, and we thank you for your support. Your sponsorship will be recognized through press-release recognition, personalized thank-you cards for “Hour” sponsors, and the option of student presentations for “Day” sponsors.

I will contact you in a few days to follow up. In the mean time, if you have any questions about our trip, our fundraising goals, or the benefits of educational travel, please feel free to contact me via wsouth@mccsc.edu or at (812)330-7763 ext. 425.

Sincerely,

Wendi South
Bulldogs Abroad! Group Leader

Yes, I would like to invest in our children’s future!

I will sponsor the following portion of a student’s trip:

2 Hours ($25) _______ 2 Days ($600) _______
4 Hours ($50) _______ 3 Days ($900) _______
8 Hours ($100) _______ 4 Days ($1200) _______
24 Hours ($300) _______ Other Amount: ______

Sponsor’s Name _______________________________

Sponsor’s Address _______________________________

Please attach a check made payable to EF Educational Tours, including our Tour ID # (767960-G2) in check memo line.

Please save a stamp, save a tree, and save a landfill! If this letter reaches you and for whatever reason you are unable to sponsor a portion of a trip, consider passing this letter to someone else instead of throwing it away!
Dear Parent,

I'm pleased to announce an exciting trip coming up during our summer vacation 2010 for any interested students. From June 16–June 24, 2010, we will explore Costa Rica on an EF Educational Tour.

During our tour, we will visit many of Costa Rica’s most famous landmarks and take part in an amazing educational adventure. We will visit, INBioparque, Poas Volcano, hot springs, Monteverde Reserve, Santa Elena Cloud Forest, CaraBiological Reserve and Manuel Antonio National Park. We will have the option of taking part in a canopy adventure, a folklore evening and even whitewater rafting on the Sarapiqui River.

I have chosen to travel EF because they have been in business for over 40 years and have offices around the world, which makes me feel secure. EF is also accredited, which means that students can earn high school credit by going on tour and completing associated coursework. Another factor in my choice is that EF guarantees the lowest prices for the highest quality. The cost of a 9-day trip is about $1965 and includes round-trip airfare, hotel accommodations, a full-time EF Tour Director, daily breakfast and dinner, entrance fees to select attractions and guided sightseeing. With the monthly payment plan that EF offers that will make the trip around $152 a month.

Discuss this fantastic opportunity with your child. For college bound students, a trip like this will give them a competitive edge when applying to colleges. For all students, it is an opportunity of a lifetime and it will not only help their school work but it will help them mature and grow as young adults.

The general interest PARENT MEETING will be on April 28, 2009 at 4:00 in Room 425. Space is limited on the trip! If, after hearing all the benefits of taking an educational tour and the tour details, you would like to secure a place on the trip, you should be prepared to pay the $95 enrollment fee with a check or credit card that evening.

You may also visit eftours.com/student and use the tour number 767960 to check out the tour and the company I have chosen.

I look forward to meeting you next week.

Warm Regards,

Wendi South
Email: wsouth@mccsc.edu

Wendi South@hotmail.com

meetings as needed.
Costa Rica: A Touch of the Tropics

Itinerary
Day 1 Fly to Costa Rica
Day 2 San José + Arenal region
Day 3 Arenal region
Day 4 Monteverde
Day 5 Monteverde
Day 6 Carara + Central Pacific Coast
Day 7 Manuel Antonio National Park
Day 8 Sarchí + San José
Day 9 Depart for home

Program fee includes:
- Airfare: Round-trip flights
- Transportation: Comfortable motorcoach
- Accommodations: 8 overnight stays in hotels with private bathrooms (9 with extension)
- Meals: 3 meals daily (Days 2-8 and Day 9 on extension), dinner on arrival day and breakfast on departure day
- Tour director: Full-time EF Tour Director
- Sightseeing: Comprehensive sightseeing to natural attractions
- Optional excursions (not included): Horseback riding + Folklore Evening

Tour information
- Group Leader: Wendi South
- Tour number: 767990
- Tour Name: Costa Rica: A Touch of the Tropics
- Departure Date: Wednesday, Jun 16, 2010
- Return Date: Thursday, Jun 24, 2010
- Number of Days: 9
- Departure Gateway: Indianapolis
- Final Enrollment Date: Friday, Feb 26, 2010

Price quote
- Enrollment Fee: $95
- Program Fee*: $1,480
- Current Departure Fees**: $390
- Peace of Mind Program: Free
- Total for Students: $1,965
- Adult Supplement (age 23+): $335
- Total for Adults: $2,300

<table>
<thead>
<tr>
<th></th>
<th>With Autopay†</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students</td>
<td>$152/month</td>
<td>$1,965</td>
</tr>
<tr>
<td>Adults</td>
<td>$177/month</td>
<td>$2,300</td>
</tr>
</tbody>
</table>

Additional tour items (not included)
- 1 Day Extension Program Fee: $195
- All Inclusive Insurance Plan: $125
- Costa Rican Folklore Evening: $45
- Horseback riding-Monteverde: $50

* Program fee valid for all who enroll through Tuesday, March 31, 2009. All other fees subject to change.
** These are the current departure fees as of today. They include taxes and surcharges levied by governments and airlines and are subject to change. These fees do not include any applicable baggage-handling fees imposed by the airline. Your departure fees are finalized by 50 days prior to departure.
† Estimated monthly payment if a participant enrolls on Monday, Apr 06, 2009.

Quote number 763685 created on 04/06/2009

All prices are subject to verification by an EF Tour Consultant. To view EF's Booking Conditions, visit eftours.com/bc.
Day 1 San José
Flight to Costa Rica • Your adventure begins as you board your flight to Costa Rica.
Arrival in San José • Touch down in San José, the country’s bustling capital and cultural center. Founded in 1737 as “Villa Nueva de la Boca del Monte del Valle de Abra,” the city’s name was later changed to honor its patron saint, Saint Joseph. After clearing customs and immigration, meet your bilingual guide, who will remain with you throughout your stay.

Day 2 San José • Arenal Region
Visit to INBioParque • Learn about biological diversity as we visit this theme park and research station created by the National Institute of Biodiversity. Get up-close and personal with tarantulas, frogs, bees and butterflies in the permanent exhibits, or walk through the three different ecosystem trails. Explore the plant life in the lagoon before admiring the butterfly garden. Stop by the Ecological Tourism Office on your way out for further information on Costa Rica’s protected land areas.

Poás Volcano • Continue along a scenic 22-mile drive overlooking the Central Valley as you make your way to the Poás Volcano. This still-active volcano is part of Costa Rica’s most developed national park. Here, you can see one of the largest craters in the world (about a mile wide and 300 meters deep), whose hot sulfuric lake changes color with volcanic activity. From a lookout point, see geysers and active fumaroles; in addition, a 20-minute hike uphill rewards you with a view of the jewel-like Botos Lake, which occupies an extinct crater.

Day 3 Arenal Region
Transfer to Arenal • Journey west across the Central Valley to Arenal. This area is one of the world’s major coffee producers.
Visit to the hot springs • Experience the relaxation properties of natural hot springs, filled with water heated by nearby volcanoes and channeled into pools. It’s an ideal way to soothe muscles after the day’s activities!

Day 4 Arenal Region • Monteverde
Transfer to Monteverde • Continue through the mountainous scenery to the Monteverde (Green Mountain) Reserve. The reserve was settled in 1951 by a group of Alabama Quakers; attracted by the country’s pacifist history, they began dairy farming here. In 1972, the area became the Monteverde Cloud Forest Reserve, a private nonprofit reserve with six distinct ecological zones containing a wide range of spectacular flora and fauna.
Visit to a local school • In Monteverde, you will visit a local school, where you'll interact with Costa Rican students.

Optional horseback riding in Monteverde • Join an optional horseback riding excursion to explore the ecological wealth and natural beauty of Monteverde.

Day 5 Monteverde
Half-day at Santa Elena Cloud Forest • Explore the spectacular Santa Elena Cloud Forest, a paradise rich in diverse plant and animal life and situated near the Continental Divide. Warm northeasterly trade winds, filled with moisture, blow in over the Atlantic. As the winds sweep up to the Continental Divide, they cool and condense to form clouds, bathing the forest in a constant soft mist. The cloud forest averages 12 feet of rain annually! Look for bromeliads and orchids as well as brightly colored quetzals among the lush flora. Until recently, the reserve was one of only two places in the world that was home to the now-extinct golden toad. Leave your mark on the Earth when you plant a tree in the EF reserve—future generations will appreciate the oxygen!

Canopy tour • On our canopy tour, you will make like the birds and monkeys who call the cloud forest home. Special trails, suspension footbridges and zip lines unveil one of the planet's most fascinating ecological systems from a unique perspective—the tops of the trees. With local expert guides at your side, you can decide which view you prefer—from below or from above!

Day 6 Monteverde • Central Pacific Coast
Visit to Carara Reserve • Follow the coastline south to the Carara Reserve, a national park that boasts a dazzling population of rare wildlife. Be on the lookout for scarlet macaws, boat-billed herons, morros and roseate spoonbills among the lush vines and ancient trees that make up the park's dense jungle.

Transfer to the Central Pacific Coast • Transfer to the breathtaking Central Pacific Coast, where sandy beaches, a rocky coastline and lush rainforests act as a magnet for travelers.

Day 7 Central Pacific Coast
Excursion to Manuel Antonio National Park • Embark on an excursion along the shoreline to Manuel Antonio National Park, known for its lush jungle vegetation and white, sandy beaches. This beautiful 716-acre park is home to both the squirrel monkey and the two-toed sloth.

Day 8 Central Pacific Coast • San José
Transfer via Sarapiquí • Your full-day transfer to San José begins via picturesque Sarapiquí, a town known for its brightly painted designs and colorful wheels that adorn local escutias. The complex patterns are passed down from one generation to the next.

Optional Folklórico Evening • During our Costa Rican Folklórico Evening, learn about the rich cultural traditions of the region as you enjoy a traditional meal, marimba music and entertainment by a local dance troupe.

Day 9 Home
Return home • Your tour director assists with the transfer to the airport, where you'll check in for your return flight home.

EXTENSION
Day 9 San José
Whitewater rafting excursion • Alternatively, your group can extend its trip one day. Experience a thrilling whitewater rafting expedition down the Sarapiquí!

Day 10 Home
Return home • Your tour director assists with the transfer to the airport, where you'll check in for your return flight home.

For complete financial and registration details, please refer to the Booking Conditions.