

To: The Waunakee Board of Education

From: Catie Anderson, Spanish Teacher and Spain Trip 2025 Head chaperone

Date: April 17, 2025

Dear Board of Education,

Per BOE policy I am writing to request final approval for our trip to Spain. The trip will take place on June 19, 2025 until the return date of June 30, 2025. The group will depart from Chicago O'Hare. At this time, we plan to use Coach USA (Van Galder) for our transportation to and from the airport. There are four chaperones (all teachers in the district) and 29 students traveling.

I do not have our final lodging locations. I anticipate receiving that information on or around June 12, 2025. I plan to distribute the information to the participants and their families through a meeting that will take place that evening at the high school. What I can share is that we have a homestay in Alcalá de Henares and hotel stays in Granada, the Costa del Sol (city TBD), Sevilla, and Madrid.

As far as financial responsibility due to early termination of the trip, Interact Travel has partnered with a third party travel insurance company that families had the option to pursue when they enrolled in the trip. In regard to infraction of rules, Interact Travel has the following statement in their "Preguntas" booklet that is given to students upon their enrollment in the program. *"Interact has the right, exercisable in its discretion, to cancel any student's participation in an Interact program, without refund or advance notice, if the participant engages in any conduct that Interact deems harmful or detrimental to the Interact program or a danger to the health, safety or welfare of the participant or any other participant in the Interact program, including, without limitation: (a) smoking, chewing, vaping tobacco, or electronic cigarettes; (b) possessing weapons of any kind or nature; (c) possessing fireworks or firecrackers; (d) engaging in body piercing or tattooing; (e) engaging in sexual conduct or inappropriate displays of affection; (f) being present in any bars, discos or other establishments that serve alcohol unless accompanied by the Organizing Teacher at all times during such visit; (g) violating curfew; (h) committing a crime or otherwise violating any law of the jurisdiction in which the student is present; or (i) violating any reasonable rule or regulation established by Interact, the Organizing Teacher or the Homestay Family. Interact reserves the right to deviate from or modify the Code of Conduct on a case by-case basis."*

If the Board requires any other information about the details of the trip, I would be happy to provide it to you!

Thank you for your support of the trip!
Catie Anderson