

Lafayette School Corporation  
Overnight/Out-of-State Field Trip Request Form  
For Board Meeting On: 4/14/25



Trip Objective: The goal of this trip is to provide students with an opportunity to see and experience a new culture that will allow for cross-curricular connections to the classroom.

Requested Action: That the Board of Trustees approve the trip as follows.

School:	Jefferson High School	Name: Gabby Rapoza
Grade/Department:	Open to all JHS students, lead by World Language Department	
Destination:	Spain: Madrid, Seville, Cordoba, Cadiz, Granada	o Trip itinerary attached-

Educational Purpose:	The purpose of this trip is to allow student an opportunity to expand their worldview and create cross-curricular and cultural connections.
Number of Students:	TBD
Number of Adults:	TBD
Meeting Date w/ Chaperones:	First informational enrollment meeting: <b>Date: Wednesday April 30, 2025 (pending board approval)</b> o Parents have received district requirements for chaperones. -yes/ no
Names of staff accompanying students:	TBD

Dates of the field trip:	Date leaving:	Time Leaving:	Date Returning:	Time returning:
	6/15/27	TBD	6/24/27	TBD
Method of Transportation:	District:	Contracted:	Private:	Other:
				Plane (TBD)

Accommodation	
Name of Hotel(s):	TBD
Check-in:	Date: TBD Time: TBD
Check-out:	Date: TBD Time: TBD
Form of Payment:	<b>Paid via EFTours.com (cost includes accommodations for travelers)</b>
Who is paying	<b>Travelers are responsible for the cost of their trip.</b>

Supervision	
No. of students per room:	2-4
No. of beds available per room:	2
Chaperone lodging: (including payment)	TBD
No. of Chaperones per vehicle and room:	TBD

Meals			
No. of Meals:	Breakfast: 10	Lunch: TBD	Dinner: 10
Meals paid for by:	Breakfast/Dinner meals included in the cost of the trip. Student travelers are responsible for their lunches most days of the trip (between \$10 and \$15 per day) to give students the opportunity to try and experience new foods in Spain.		
Cost and funding source of Trip to Student/Parent:	The cost of the trip depends on the dates traveling, since we are planning the trip in June 2027 the cost is ~\$5,059 for students and ~\$5,879 for adults. This cost		

	includes airfare, hotels, breakfast and dinner, full time tour director, daily activities, tours, and entrances to attractions, 2 excursions (Flamenco dancing show and river cruise), plus travel insurance. Families would be responsible for this cost with a monthly payment option of \$191 per month.
	Fundraisers will be organized to help pay for tips, and spending money.
Cost and funding source to Corporation:	None.

Principal Signature: 

Date: 4/9/25

Superintendent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## What you'll experience on your tour

### Day 1: Fly overnight to Spain

#### Day 2: Madrid

- Meet your Tour Director at the airport in Madrid, the capital and largest city in Spain. During your stay you'll explore Puerta del Sol, the heart of the city, and travel back in time to Spain's Golden Age at Plaza Mayor, where you'll learn about this grand square's history of bullfights, royal weddings, and public executions. At the Prado art museum, behold paintings like Velázquez's *Las Meninas* and Goya's paired canvases. Get a taste of royal Madrid at the extravagant Palacio Real, where you'll wander the fabulous palace interior and find more than 2,000 rooms decked in beautiful frescoes, delicate porcelain wares, and finely woven rugs.
- Take a walking tour of Madrid.

#### Day 3: Madrid

- Take an expert-led tour of Madrid: Puerta del Sol; Plaza Mayor.
- Visit the Palacio Real.
- Visit the Prado.

#### Day 4: Toledo | Granada

- Travel to Toledo.
- Take an expert-led tour of Toledo.
- Visit Toledo Cathedral.
- Visit the Church of Santo Tomé.
- Visit a synagogue.
- Continue on to Granada.

#### Day 5: Granada

- Take an expert-led tour of Granada.
- Explore more of Granada through a "City Challenge" scavenger hunt.
- Visit the Alhambra, Granada's crowning jewel that's widely recognized as the world's premier example of Moorish architecture. Built as an all-in-one alcazaba (fortress), alcazar (palace), and small medina (city), the Alhambra was home to the last of the Nasrid Sultans. Here, King Ferdinand and Queen Isabella agreed to finance the historic voyage of Christopher Columbus.
- Visit a Moroccan tea house.
- Enjoy a free evening or
  - experience a flamenco evening.

#### Day 6: Granada | Seville

- On your way to Seville, enjoy an authentic Andalusia experience with your Tour Director: olive oil factory; traditional meal at local village; Historical House Museum.

#### Day 7: Seville

- Travel to Seville—city of bullfights, flamenco dancing, Don Juan, and *Carmen*, and the heartbeat of Andalusian culture.
- Take a walking tour of Seville with your Tour Director. Follow narrow, twisting alleys through the Barrio de Santa Cruz, where picturesque whitewashed houses, flower-filled patios, and tiled benches are pleasant reminders of an unhurried lifestyle. Pass by María Luisa Park to admire the mosaics and fountains of Plaza de España, the centerpiece of the 1929 Ibero-American Exposition. Visit the grave of Christopher Columbus inside Seville's Cathedral, and imagine the spectacle of a traditional Spanish bullfight at the Plaza de Toros, celebrated for its Baroque architecture and historical significance.
- Enjoy free time to see more of Seville or
  - enjoy an evening river cruise.

#### Day 8: Seville | Cádiz

- Take a day trip to Cádiz.
- Enjoy an expert-level tour of Cádiz.

#### Day 9: Córdoba | Madrid

- Travel to Córdoba.
- Visit the Mezquita.
- See Don Quixote's windmills.
- Continue on to Madrid.

#### Day 10: Depart for home

### • 2-DAY TOUR EXTENSION

#### Days 10–11: Madrid | Barcelona

- Travel by AVE train to Barcelona.
- Take a walking tour of Barcelona: Las Ramblas.
- Stop for a photo at Montjuïc.
- Take an expert-led tour of Barcelona. See La Sagrada Família, Casa Milà or Casa Batlló, and Barrio Gótico.
- Visit Park Güell.
- Time to see more of Barcelona or
  - explore Barcelona by bike.

#### Day 12: Depart for home

*I traveled for the first time with EF when I was a junior in high school to Spain it was the best thing that ever happened to me! I am now a high school Spanish teacher and I just took my first group of students to Spain this year with EF and I know they had an amazing time and I was so happy to pass on the experience of traveling! Traveling changed my life and made me who I am today!*

— MELISSA, GROUP LEADER



Via Facebook

### TOP THREE THINGS I WILL SEE, DO, TRY, OR EXPLORE

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_





EDUCATIONAL  
TOURS

# Global Travel Program Proposal





# Your partner in travel-based learning

## Our mission

We're educators, just like you. And we're dedicated to helping students become more future ready.

EF stands for Education First. For almost 60 years, we've worked in service of our mission, *Opening the World Through Education*, to help learners of all ages overcome barriers of culture, language, and geography to increase global understanding. We partner with educators to provide innovative, immersive programs that prepare students to succeed in college, in their careers, and throughout their adult lives. Here's how we'll collaborate with your school to create meaningful learning experiences.

## What's in this document

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# Learning outcomes

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It's our goal to put "education first" in every single tour. That's why we carefully design our itineraries to complement your teaching, offering students hands-on experiences that deepen their understanding, build essential skills, and inspire them to apply their learning in meaningful ways.

## Our method

We enhance what you teach with relevant experiences outside the classroom.

Our proven travel-based learning method safely takes students out of their comfort zones and helps them understand more about themselves and the world around them. It sparks a true journey of self-discovery, empowering them to take action and make a positive impact in their communities and beyond.

## Our programs

We design every EF program with a curriculum of immersive, hands-on learning that builds essential skills.

EF learning journeys offer incredible growth opportunities. Through professionally guided travel, authentic cultural exchange, experiential learning, and independent discovery, students develop critical skills they'll carry with them through the rest of their lives.



# Learning outcomes

Continued

EF students build essential skills in these key growth areas:

## Cultural awareness

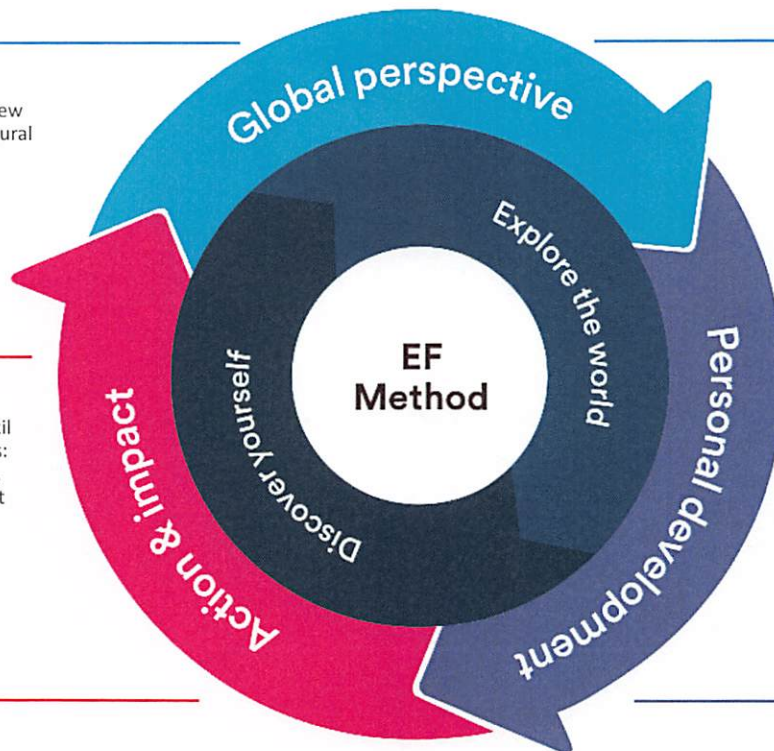
Changing your context creates new experiences that build cross-cultural knowledge and skills

## Collaboration

You develop the interpersonal skill to flourish in multicultural teams: to find new and better solutions, take action, and have real impact

## Communication

You connect with others more deeply by listening, empathizing, and appreciating—then sharing your own point of view



## Growth mindset

Broadening your worldview helps you become more curious, open, and adaptable; you embrace becoming a lifelong learner

## Self-awareness

Connecting with others in meaningful ways reflects your own biases and beliefs back to you, leading to a change of mindset

## Agency

Knowing yourself helps you decide who you want to be and the mark you want to make—and enables you to become a better advocate for your dreams

# Academic credit & professional learning

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We provide opportunities for students to earn academic credit and for educators to pursue professional development, supplementing their travel experiences with real-world educational achievements.

## EF is an accredited institution

We echo your commitment to education. Our travel-based learning approach is designed to blend classroom and experiential learning. This allows us to meet the same rigorous standards as schools like yours, ensuring students gain valuable experiences that transform the way they look at the world.



## Academic credit for students

EF makes it easy for students to turn their tour experience into high school credit, college credit, or to get a head start on their college essays, further enriching their travel experiences.

- Students in grades 6–12 can earn half an elective high school credit by successfully completing the final project that's part of EF's Personalized Learning Guide. Tuition is free.
- Students in grades 9–12 can earn 3.0 undergraduate credits, along with the confidence that comes with taking a college course, by completing a series of assignments and a final research project with our partner, Southern New Hampshire University—all for just \$360.

## Professional learning for educators

We're equally invested in giving educators professional development opportunities that will change their lives. Experiencing an EF tour allows your teaching staff to grow in countless ways and equips them with fresh perspectives to bring back to their classrooms.

- Group Leaders can earn 25 professional learning hours by participating in the seminars and scheduled activities on an EF training tour.
- Group Leaders can earn 45 professional learning hours by completing EF's in-house course, "Cultures, Comparisons & Connections." This includes pre-tour research and coursework.
- Group Leaders can earn 3 or 6 graduate-level credits (\$360/\$720) upon the completion of a 16-week, online course, "Leading Global Discussions," with Southern New Hampshire University the year after their tour.

To learn more about EF's educational philosophy, visit [eftours.com/education](https://eftours.com/education)



# Building equitable travel programs

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One tour can open up countless possibilities for a group of students. A sustainable, multi-tour travel program extends those possibilities to even more students—year after year. It also promotes greater equity by giving families time to fund travel and by offering options that cater to different interests.

A multi-tour program could include:

## 2025

London, Paris & Rome (Summer)

Japan: Land of the Rising Sun (Summer)

## 2026

Belize: Conservation from Ridge to Reef (Spring)

Greece & Italy (Summer)

Culture & Service in Thailand (Summer)

## 2027

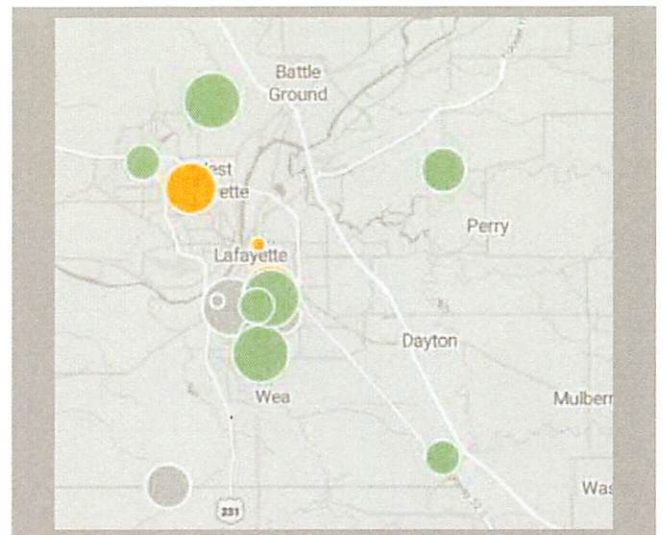
Costa Rican Explorer (Spring)

Language Immersion through Spain (Summer)

Marine Conservation in the Dominican Republic (Summer)

## Travel programs in your region

Here are the other districts in your region that have embraced travel-based learning opportunities. Read on to discover how you can help the students in your community access these same life-changing experiences.



# Managing cost & payments

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We believe in the life-changing power of educational travel and want as many students as possible to be able to experience it. With flexible payment options, fundraising tools, and scholarships, we aim to make these transformative experiences more widely accessible.

## Automatic Payment Plan

Our recommended payment plan allows travelers to break their tour fee into manageable installments. Since most tours are planned well in advance, travelers can enroll for only \$95 and then spread the tour cost over an extended period—often up to 18 months or two years—with the final payment due 30 days before departure. Families make payments directly to EF, with no payments going through the school.

## Fundraising pages

Each student receives their own unique and customizable fundraising page. This easy-to-share page makes it simple for friends and family to contribute directly to the tour cost, with no fees whatsoever.

## Global Citizen Scholarship Fund

Every year, EF Educational Tours awards \$100,000 in scholarships to students across the country. Any student can apply for the Global Citizen Scholarship, which is granted on both a merit and needs basis.

## Risk-Free Enrollment Period

New travelers who enroll can cancel for any reason up to 7 days after enrollment for a full refund of 100% of the money paid to EF. Travelers must pay in full or enroll in our Automatic Payment Plan at the time of program enrollment and must remain either paid in full or enrolled in our Automatic Payment Plan and in good financial standing at the time of cancellation to remain eligible. To be eligible, the traveler must enroll on a tour at least 110 days prior to the scheduled departure date.





# Safety

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Our travelers' safety is our top priority. With an extensive global presence, industry-leading experience, and close relationships with U.S. and international authorities, that's a statement we can back up with confidence. We ensure that every situation is managed with the utmost care.

## Worldwide presence

EF's global presence is truly unmatched. We have staff on the ground 365 days a year in over 50 countries around the world. And we don't just work in those countries—we call them home. Better yet, EF has team members in nearly every one of our tour destinations, providing local knowledge and ensuring the safety of our groups. This presence allows us to support travelers wherever and whenever they need us.

## 24/7 emergency support

In the event that anything on tour goes wrong, EF staff are always available to help. Your Tour Director serves as your group's constant companion and first point of contact in an emergency. Our fully trained support teams are also on call 24/7, ready to assist teachers with any issues and provide the necessary resources to get things back on track. Finally our Safety and Incident Response Team—comprised of industry experts, healthcare experts, and even former FBI personnel—is ready to spring into action 365 days a year.



# Safety

Continued

## Your school's team

These EF staff are fully committed to your school's travel program and the safety of every student.

### OPERATIONS SAFETY & INCIDENT RESPONSE TEAM

This team is strategically based in our Boston, Panama, and Zurich offices to accommodate all time zones. Available 24 hours a day, every day of the year, they are trained to react quickly if travelers need help. The team uses a combination of extensive training, simulations, incident response planning, and experience to manage emergencies. They also facilitate additional support for groups on tour, solve operational issues, arrange assistance from outside specialists, and liaise with local and international authorities as needed.

### EMERGENCY SERVICES & SUPPORT TEAM

Our support team is also available 24/7 to help resolve any issue, from a missed flight or a lost passport to more serious on-tour incidents. They're also the ones facilitating communication between travelers and families in the event of an emergency at home. The team is made up of highly trained and dedicated EF staff in our Boston and Denver offices who are equipped to solve problems and answer questions that may come up, even outside of regular business hours.

### TOUR DIRECTOR

Tour Directors are assigned exclusively to each tour for the duration of the trip. They meet your group at the airport and stay with them until their departure home. All Tour Directors undergo a background check as permissible by local law every two years and are required to participate in ongoing EF safety trainings.

They're the first point of contact in an emergency and provide safety information to the travelers in their group. Tour Directors assist Group Leaders with hotel check-ins, coordinate meals, facilitate excursions with local guides, and much more. They're culturally connected and expertly trained to support impactful learning experiences.

### EF TRAVEL TEAM

This team—comprised of a Tour Consultant and an EF Experience Specialist—is your school's main point of contact at EF. The Tour Consultant serves as your itinerary expert and is devoted to making sure your students get the most out of their travel experience. They partner with your school on everything from finding the perfect tour and enrolling travelers to developing long-term programs for your district and community. The EF Experience Specialist handles the finer details that make your experience with EF seamless. They work directly with Group Leaders (your teachers) right up until the moment of departure, ensuring everything goes smoothly.

### TRAVELER SUPPORT

Our team of Travel Support Specialists are readily available to walk families through insurance inquiries, payment plans, food allergy issues, and any other topics that arise.

### CHAPERONES

For every six travelers who enroll on a school's tour, the group is eligible to bring along a chaperone for free (with the first spot reserved for the Group Leader). This creates a 6:1 student-to-chaperone ratio, and allows chaperones to assist Group Leaders in supervising students.



# Protection for travelers, schools & districts

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We understand that unpredictable situations can happen, whether on tour or before departure. That's why we offer a range of protections to make sure travelers, schools, and districts are covered no matter what. We do everything we can to make planning for the future as flexible as possible.

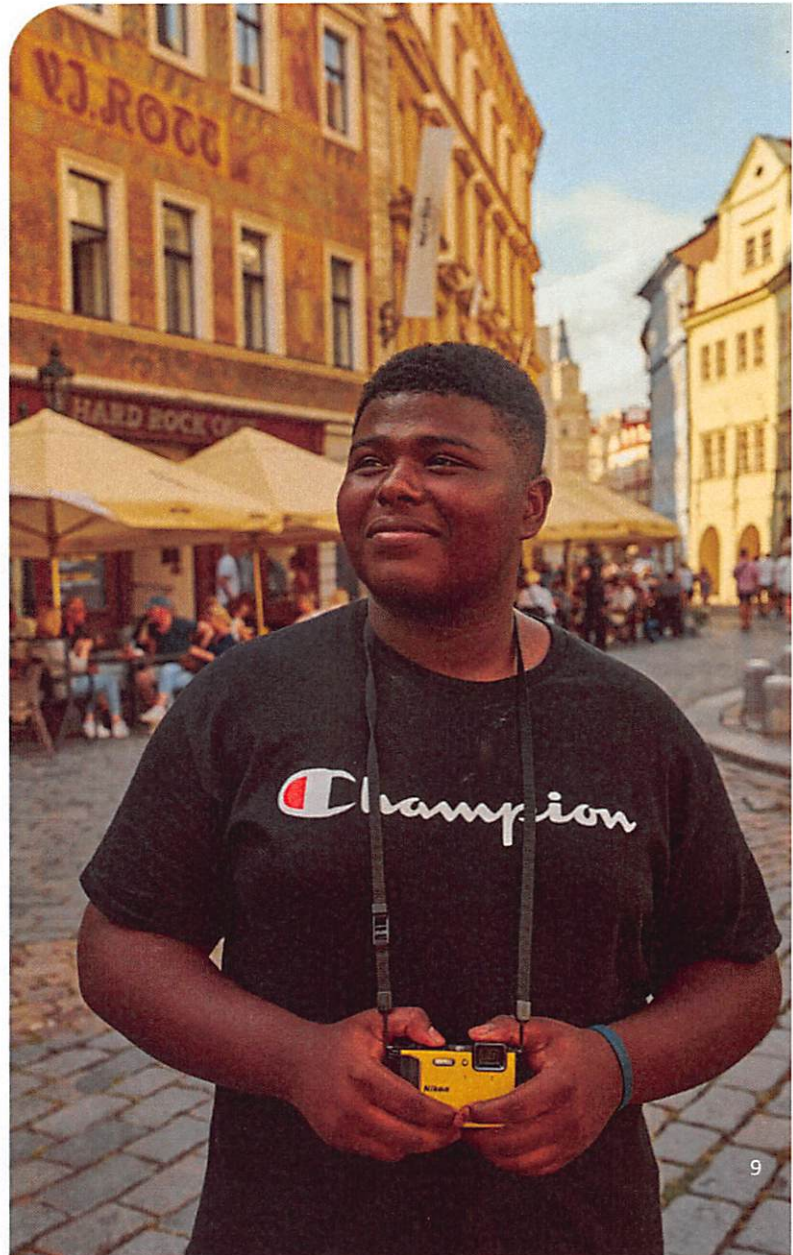
## General liability insurance

All Group Leaders, schools, and districts who travel with EF are automatically added as additional insureds under our \$50 million General Liability Policy, regardless of whether or not the tour is affiliated with the school. EF's liability coverage is primary and non-contributory for covered third-party claims. The policy helps safeguard Group Leaders and their schools for covered third-party claims related to bodily injury or property damage, which includes providing a legal defense and covering legal costs for such claims. In addition, all travelers are required to sign EF's Release and Agreement which includes a release of liability of their Group Leader, school, and school board.

## Peace of Mind Program

Provided to all groups

When your school decides to travel with EF, we want you to feel secure in that decision. This benefit, built into every EF program, gives groups the flexibility to change their tour dates or destination. It can be enacted up to 45 days prior to departure for any reason, including terrorism or other world events.





# Protection for travelers, schools & districts

Continued

## Protection for individual travelers

While on tour, travelers can help protect their investment and themselves from certain unexpected events and expenses with our Global Travel Protection and Global Travel Protection Plus plans.

### GLOBAL TRAVEL PROTECTION

Available to all travelers

Designed specifically with EF travelers in mind, this plan provides both pre-departure and post-departure benefits, including medical expense coverage that may apply on tour and tour cancellation coverage for specified reasons.

### GLOBAL TRAVEL PROTECTION PLUS

Available to all travelers

This plan provides all of the benefits included in the Global Travel Protection Plan as well as expanded cancellation protection.

## Background checks for adult travelers

EF requires all adults (20 years and older) to pass a criminal background check before travelling on our student tours. This provides a safer tour experience for all and aligns with the process many school districts have for adults who volunteer or chaperone school activities. Conducted by a leading professional provider, the secure background check only flags individuals who could present a risk to student travelers while on tour.





# Travel logistics

Proposed tour for Gabriella Rapoza  
in Summer 2027

**Price of this tour**

The tour program price covers a wide range of services that ensure students have an incredible travel experience. It includes all the planning and preparation that leads up to departure, travel and accommodations, and logistical support once the group reaches their destination.

**Full, flexible travel window:** June 12-June 27, 2027

**Requested travel dates:** June 15-June 24, 2027

Valid Today

STUDENTS

\$5,059

or \$199/Month

ADULTS

\$5,879

or \$232/Month

TOUR INCLUDES:

Program Price

\$4,779

Global Travel Protection [US Fire]

\$190

Granada Flamenco Evening

\$50

River Cruise Seville

\$40

# Travel logistics

Continued

## Hotels

Every hotel we partner with must meet our strict standards for safety, quality, and cleanliness. Hotels are thoroughly vetted by our team and they're regularly inspected to ensure they continue to meet these standards. It's important to note that hotels abroad may have different amenities than travelers may be accustomed to in the United States. Below are examples of hotels travelers may encounter at your proposed destination:

### Madrid, Spain

Groups stay an hour or so from the center of Madrid, near one of the airports or in areas such as Getafe, Torrejón de Ardoz, Guadalajara, and Collado Villalba. Some hotels are located in more business-centric districts, which means there may not be shops or amenities nearby. Accommodations meet the standard you'd expect from a typical European hotel, which means that rooms come with private bathrooms and feature multiple single or shared double beds. Rooms may also be on the smaller side without AC, and some hotels may not have elevator access.

### Compostela Suites

<https://www.compostelasuites.com/en>

Address: Calle Zambrana, 4, 28022

### Hostal Torrejón

<https://www.grupohostal.com/hoteles-en-torrejon/hostal-torrejon/>

Address: Av. de la Constitución, 173, 28850 Torrejón de Ardoz, Madrid, Spain

### ibis Madrid Getafe

<https://all.accor.com/hotel/3559/index.en.shtml>

Address: Calle del Alcalde Angel Arroyo 8, Via de Servicio A 42 Salida 10, 28903

### Granada, Spain

Groups stay in hotels anywhere from 30 minutes to an hour outside the center of Granada. Many hotels offer elevator access and most rooms are equipped with AC, although it's worth noting that AC systems in Europe are often less powerful than the ones found in the U.S. Dinners are generally at the hotel.

### B&B Granada

<https://www.hotel-bb.es/hotel/granada/>

Address: C Luis Bunuel SN, , Pulianas, Granada

## Meals

Meals are chosen to provide a more immersive cultural experience, giving students the chance to sample traditional cuisine and experience local dining customs. Below are examples of dishes travelers may encounter at your proposed destination:

### Spain: Sample Meals

Spanish tortilla, pork loin with potatoes and mushrooms, ice cream

On tour, breakfast is typically simple and served at the hotel, either plated or buffet-style. Lunch usually gives travelers the opportunity to explore the local cuisine on their own. Dinners will be a mix of familiar dishes and local specialties, all served from a pre-set group menu.



# Next steps

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My name is Jessica Reilly and I'm the dedicated Tour Consultant for Jefferson High School. I'll be working closely with your Group Leader, Gabriella Rapoza, every step of the way to make sure your student tour is perfectly planned. If you have any questions or need additional information, don't hesitate to reach out.

Sincerely,

Jessica Reilly  
Tour Consultant  
[jessica.reilly@ef.com](mailto:jessica.reilly@ef.com)

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Student travel strengthens our mission of making future graduates into global citizens. After their travels, our students return more well-rounded and success-driven because they now understand the connections between what is taught in the classroom and what is needed in the global market.

Mitch S., Administrator

