

# Zionsville Community Schools

Board of School Trustees Meeting "Item for Consideration"

Consent Agenda • Date: May 11, 2026

## Out-of-State/Overnight Field Trip

### Category:

<input type="checkbox"/> Human Resources, Personnel/Staffing	<input type="checkbox"/> Curriculum, Instruction, Assessment	
<input type="checkbox"/> Finance, Budgeting, Accounting	<input checked="" type="checkbox"/> Student Services	<input type="checkbox"/> Board Policy
<input type="checkbox"/> Facilities, Transportation, Nutrition	<input type="checkbox"/> Community Relations	<input type="checkbox"/> Other

### Type of Board of Trustees Consideration Sought:

Action	<input checked="" type="checkbox"/>
Discussion	<input type="checkbox"/>
Report	<input type="checkbox"/>

- 1. Travel Destination and Dates:** This is a planned trip to Seville, Córdoba, Madrid, and Toledo, Spain, during the summer of 2028. Tentative travel dates are from mid-July to the end of July 2028.
- 2. Who is Attending:** ZWMS students who will have completed 6<sup>th</sup>, 7<sup>th</sup>, or 8<sup>th</sup> grade at the end of the 2027-2028 school year and who choose to participate in this trip will attend.

ZWMS Spanish Teachers Nicole Keller and Kylie Staples, will be the lead chaperones/organizers for this international travel experience. Zionsville West students completing their seventh grade and eighth grade years (rising 8<sup>th</sup> grade students and freshman students) will be offered the opportunity to participate in this trip that will highlight the Spanish language, Spanish history, and Spanish culture. Ms. Keller has traveled domestically and internationally. Ms. Staples has travelled internationally and has been to Spain multiple times. Both teachers are excited about the opportunity to offer an international travel experience to Zionsville West students and feel confident with their abilities to plan and implement such a trip with the mission of ZCS in mind.

- 3. Trip Synopsis:** Students attending the trip will be able to sample authentic Spanish cuisine, hear and use the Spanish language, and see first-hand historic and cultural sites. EF Travel is the organization helping to shape and plan this travel experience. This tour is structured so middle-schoolers can experience the highlights of the country in a way that grabs their attention and doesn't let go. They'll learn to dance flamenco, go ziplining with a view, and taste fresh olive oil straight from the farm. Travelers may even return home as a passionate fútbol fan after touring a local stadium. EF Travel is the organization helping to shape and plan this travel experience.

Highlights of the trip will include:

- 4 expert-led sightseeing tours in iconic destinations
- 13 tickets to bucket-list experiences and attractions
- Daily breakfast and dinner featuring regional cuisine
- Opportunities to taste test specialty foods

Proposed Itinerary:

- Day 1 – Arrival in Spain
- Day 2-4 – Malga to Seville
  - Visit Royal Alcázar, Plaza de España, Seville Cathedral

- Tile painting workshop
- Visit an olive oil farm & Las Setas de Sevilla
- Flamenco dance lessons & show
- Day 5 – Day trip to Córdoba
  - Visit Mezquita
- Day 6 – Madrid
  - Visit the royal palace
  - Tour of a local soccer stadium
- Day 7 – Day trip to Toledo
  - Visit the Toledo Cathedral and Church of Santo Tome & Synagogue
  - Zipline
  - Marzipan tasting
- Day 8 – Departure for Indianapolis from Madrid

**4. Administrator Approving: Dr. Shawn Wooden**

<b>Transportation</b>	Traveling students will meet at the Indianapolis International Airport for departure. We will travel via air to Málaga–Costa del Sol Airport (AGP). We will return flying from Adolfo Suárez Madrid–Barajas Airport (MAD) back to Indianapolis International Airport.
<b>Lodging</b>	<p>Hotels are selected by EF for their safety, cleanliness, and location. Breakfast will be provided each morning at the hotel prior to departing for the day’s events/visits. Breakfast is included in the cost of the trip and will either be a plated breakfast or a buffet.</p> <p>Chaperones will perform room checks at “lights out” times announced each night. The “lights out” time will be based on the day’s activities and return time to the hotel. Students are expected to only be in their own room after “lights out” until the group meets for breakfast (provided by the hotel) the following day.</p> <p>Students will be roomed based on 2 or 3 occupancy depending upon hotel availability. Accommodations meet the standard of a typical European hotel, which means that rooms come with private bathrooms and feature multiple single or shared double beds.</p>
<b>Parent Permission Obtained</b>	Parent permission will be obtained via the registration and payment process. All parents will be required to complete and sign the ZCS School Board’s Off-Campus Programs and Trips Information Form.

<p><b>Cost to Students/Families</b></p>	<p>There are no direct costs for ZCS. Financial elements handled through EF directly.</p> <p>The student travelers will pay \$4,339 (\$164 /month for 26 months). This amount includes flights, tours, breakfast, and dinner meals. Students can also expect to pay additional fees to obtain a passport, purchase snacks/meals in the airports, purchase lunches while on tour, and for spending money while sightseeing in Spain.</p> <p>EF does offer the opportunity for personal fundraising because each student receives their own unique and customizable fundraising page that is easy to share with friends and family. EF also offers a global citizenship scholarship application (1,000 awards per year).</p>
<p><b>About Supervision</b></p>	<p>Zionsville West teachers, Nicole Keller, and Kylie Staples, will lead the trip. Additional Zionsville West faculty will serve as chaperones if needed to meet supervision ratio needs. We anticipate parents of students who may travel with us. They would get background checks and be approved for travel in accordance with ZCS policies. During our time in Spain, we will be joined by an expert EF tour guide who will be with us throughout our visits and travel on the ground.</p>
<p><b>Trip Insurance Plan and Refund Procedure (if there is one)</b></p>	<p>Global Travel Protection is included with the tour price. It includes both pre-departure and post-departure benefits, including medical expense coverage that may apply on tour and tour cancellation coverage for specified reasons.</p> <p>Travelers may upgrade to “global travel protection plus” plan which has expanded cancellation protection.</p> <p>Refunds are provided in a tiered process depending on time remaining until trip from cancellation date and according to trip insurance plan.</p> <p>Standard example for cancellation 360 days or more prior to departure: Full refund less the \$95 non-refundable enrollment fee, all Non-Refundable Fees, and a \$100 cancellation fee.</p>
<p><b>Group Safety</b></p>	<p>Please refer to the EF travel documents attached.</p> <p>EF has an extensive global presence to support their best-in-the-industry experience in collaboration with U.S. and international authorities. Whether it’s a worldwide pandemic or a sprained ankle, a missed flight or confusing medical paperwork, they’ve seen it all and have the resources to handle it.</p>

### **Objective POSITIVES related to this item or approach:**

There are numerous positive outcomes related to this trip.

- **Cultural learning:** Firsthand exposure to other cultures, languages, food, and customs deepens global awareness and empathy.
- **Curriculum connections:** Real-world contexts for history, geography, language, art, science, and social studies standards.
- **Authentic language practice:** Opportunities for hearing/using another language in real-life situations.
- **Social development:** Builds independence, teamwork, leadership, and problem-solving among peers. Additionally, provides real-world experience and reinforcement of acceptable travel norms and proper etiquette.
- **Perspective-taking:** Students compare their daily lives with others', fostering civic-mindedness, cultural connections, and critical thinking.
- **Memorable formative experiences:** Shared memories strengthen class community and school identity.
- **College/career awareness:** Exposure to international institutions, industries, or careers sparks future interests.
- **No Academic disruption:** Traveling during the summer minimizes conflicts with regular instruction and assessments and teacher substitute coverage; need for make-up work or alignment with standards.

### **Objective NEGATIVES related to this item or approach:**

- **Cost & equity:** Travel can be expensive; risk of excluding lower-income students or creating pressure to fundraise.
  - **Logistics complexity:** Passports/visas, travel insurance, medication management, dietary needs, and airport logistics and flight connections
  - **Legal and consent issues:** Parental permission, medical authorizations, background checks for chaperones, and compliance with district/state policies.
  - **Behavioral challenges:** Students traveling may encounter "culture shock" or experience "homesickness"; however, we are prepared to address "culture shock" prior to travel and assuage "homesickness" if it arises
  - **Safety & health risks:** Illness, injury, political unrest, natural disasters, or travel complications will be managed through EF Global with 24/7 support
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- **Mitigation strategies**
  - Traveling using an experienced student travel company, like EF, provides robust planning and logistics coordination, professional guides to connect experience to academic standards and life-long learning goals, emergency medical assistance plans if needed, and travel insurance.
  - Ms. Keller and Ms. Staples plan to require a series of pre-departure meetings (held at Zionsville West) to include mini lessons about the travel experience and also to formulate bonds between students and chaperones that will be traveling together on this trip. Pre-departure meetings will address topics that include:
    - Historical/cultural site preview
    - Cultural practices
    - Language basics
    - Travel etiquette