



THE PUBLIC SCHOOLS OF BROOKLINE
OFFICE OF TEACHING AND LEARNING
BROOKLINE, MASSACHUSETTS 02445

PHONE: 617-730-2432
FAX: 617-264-6451

ANDREW BOTT
SUPERINTENDENT OF SCHOOLS

NICOLE GITTENS, Ed.D.
DEPUTY SUPERINTENDENT FOR
TEACHING AND LEARNING

Music Collective to Spain Music Experience
International Field Trip Application
Brookline High School
April 16 – April 24, 2020

For review and consideration by the
Brookline School Committee

Approval Route:	Approved	Denied	*Returned
Copies to:			
TEACHING & LEARNING	<u>WJ</u>	_____	_____
SUPERINTENDENT	_____	_____	_____
SCHOOL COMMITTEE	_____	_____	_____
MEETING DATE	_____	_____	_____
*REASON RETURNED:	_____	_____	_____

PUBLIC SCHOOLS OF BROOKLINE

APPLICATION FOR ALL OUT-OF-STATE, OVERNIGHT FIELD TRIPS

Before the trip is announced to students, please submit this form to the Superintendent of Schools:

(a) three (3) months in advance if the trip is within the United States, or

(b) six (6) months in advance if the trip is out-of-the country.

For clarity, all forms are to be word-processed, NOT handwritten. To maintain the formatting, delete the lines.

TRIP LOGISTICS:

1. Name of Field Trip: Music Collective to Spain Music Experience
2. Educator Requesting Field Trip Approval: Carolyn Castellano
3. School: Brookline High School Grade Level: 10-12
4. Have you reviewed the *School Committee Policy I 3 a. for School Sponsored Field Trips*? Yes
5. Have you reviewed the document "*Administrative Procedures for School Sponsored Field Trips*"? Yes

*If you need copies of the documents for #4 and #5,
contact the Office of Teaching and Learning at 617-730-2432.*

6. What is your destination? Madrid and Seville, Spain
7. What is the date and time you are leaving school? April 16(evening flight)
8. What is the date and time you are returning to school? April 24, 2020
9. Do the dates of the trip conflict with any religious holidays or observances? NO
10. How many days will students miss from school? 1 Friday April 17 to help reduce air fair cost.
11. How are students being transported (school bus, chartered bus, plane, rail, etc)? Own transportation to and from Logan airport/ chartered bus once in Spain-see attached documentation.

If students are traveling via bus, please complete the

Requirements for Field Trip Transportation via Bus form.

12. How many students will be participating in the field trip? 20-22
13. What members of the student body are eligible for the trip? Any member of the BHS Music Collective as well as advanced musicians in the BHS Concert Band.
14. How are students selected to participate in this field trip? Students from Music Collective and Band can express interest to participate and be able to go!
15. Where will students be staying? HB Hotel Norte in Madrid

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16. What are the names and cell phone numbers of the primary staff chaperones on the trip?

Carolyn Castellano-617 584-3687

17. Other than those listed in #16 above, what are the names and roles (teacher, parent, etc) of other adult chaperones who will be on the trip? **Kenny Kozol-teacher-917-254-6818**

parent Alison Arnstein

EDUCATIONAL RELEVANCE

18. What is the purpose of the trip and how does it relate to Brookline's Learning Expectations (K-8) or BHS Course Syllabi? **Please refer to introduction letter.**

19. Describe activities planned before the trip to prepare students:

Students will prepare and arrange various music repertoires to perform at clinic and at community service concerts. To prepare the ensemble will be performing at the spring concert on April and also at other Brookline events such as the senior center.

20. Describe activities planned after the trip for students to wrap-up/reflect: Students will share experiences/reflect with each other once back in class.

ACCESSIBILITY AND STUDENT SAFETY

21. To what extent does the field trip group reflect the diversity of the school population? What efforts will be undertaken to ensure that, to the greatest extent possible, the participants in this field trip reflect the diversity of the school population? The trip is open to any Music Collective member so in a sense it reflects the diversity of that program which will be comprised of the following for the 2019/2020 school year:

15 boys 4 girls. Of that number 2 are Asian, 1 African American, 16 are white.

22. What measures are planned to ensure student safety on the trip, including chaperone coverage, student behavior contracts, etc.

The chaperone to student ratio will be 8:1. Student behavior contracts will be distributed to student and parents and two meetings will be held, one in January and the other in April to communicate behavioral expectations.

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23. What is the name and location of the medical facility closest to your destination?
Gregorio Marañón Hospital
Calle del Dr. Esquerdo, 46, 28007 Madrid, Spain

24. Will students be swimming? (please note: if swimming is planned, parents must give explicit written permission for their child to swim; students who do not have this express written permission will not be allowed to swim) NO

25. If travelling outside of the United States, please attach the appropriate Department of State Advisory Review and Notification and a copy of Consular statement.

FUNDING

26. What is the total cost of the trip? Please detail the major components of the trip below and provide a total. (add/edit headings as necessary) Please see attached Itinerary has broken down costs.

Lodging	See attached
Travel	
Meals	
Admissions/Tickets	
TOTAL:	

27. How will the field trip be funded? The majority of trip will be paid for by student participants, workshops

28. What accommodations are made for students who cannot afford the expenses of this trip? Are partial and/or full scholarships available?

Partial and full financial aid is available.

This will be my 9th trip and every student that has expressed interest regardless of what their financial situation has been, has been able to participate.

Other expenses covered from account are:

rental of instruments since we cannot travel with drums/ amps and keyboards. Thus typically costs around \$1500.00.

Workshop money which is usually \$500

CD sales-Last trip we raised \$600.00

- **Concert sales-Last trip we raised \$500.00**
- **Open Mic attendance and raffles-Last trip we raised \$600.00**
- **Performances outside of BHS-Last trip we raised \$300.00**
- **We raised \$5900.00 through Snap. In 2017 and we still have about \$6000.00 left for scholarship (The BHS Football team also uses this company)**

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- Parents of current ensemble members have already begun to discuss ways that they can help raise more money for the trip.

*If you need any assistance as you complete this application,
please contact the Office of Teaching and Learning at 617-730-2432.*

Signatures:

Educator Requesting Field Trip Approval:

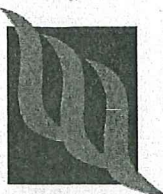


Date: May. 7, 2009

Principal:



Date: _____



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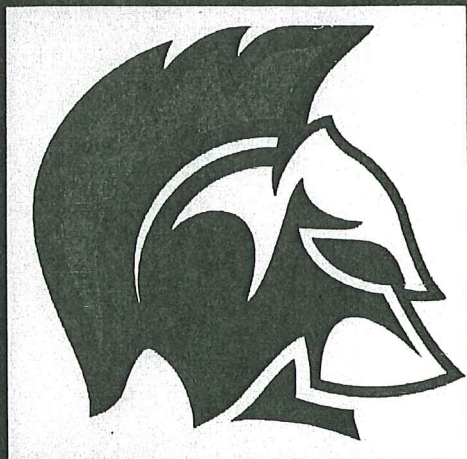
2002 Eastwood Rd, Suite 306, Wilmington, NC 28403
P.O. Box 246, Whitinsville, MA 01588
Tel. 877.218.8687 / 910.509.1703 | Fax 910.509.2985
www.worldculturaltours.com

PROPOSAL

CUSTOMIZED PERFORMANCE TOUR

Contents

1. Tour Inclusions
2. Proposed Itinerary
3. Tour Cost & Compensation
4. The WCT Difference
6. Ambassador Program
7. Travelers Protection
8. Payments & Cancellations



"Experience the difference."

THE BROOKLINE HIGH SCHOOL ~~BAND~~
MUSIC COLLECTIVE
PERFORMANCE TOUR to

SPAIN

April 17 - 24, 2020



WORLD CULTURAL TOURS

2002 Eastwood Rd. Suite 300, Wilmington, NC 28403
P.O. Box 144, Wilmington, NC 28403
Tel: 877.218.9687 / 910.509.1701 | Fax: 910.504.2903
www.worldculturaltours.com

TOUR INCLUSIONS



Meals

- Full Breakfast Daily
- Dinner Daily



Roundtrip Air

- Fuel Surcharges & Air Taxes Up To \$650 PP



Personal Ground Transport

- Luxury Motor Coach Transportation
- Professional Driver



Hotel Accommodations

- Three (3) Nights Accommodations in Madrid
- Three (3) Nights Accommodations in Seville



Professional Tour Manager

- Services of Professional English-Speaking Tour Manager Throughout
- Services of Professional English-Speaking Local Guides per Itinerary



Sightseeing & Entrance Fees

- Day 2: Madrid
 - Guided Tour of the City
- Day 3: Madrid/Performance
 - Ambassador Performance
 - Recording Session
- Day 4: Madrid/Workshop/Performance
 - Workshop/Exchange at a local school ✓
 - Performance
- Day 5: Madrid - Toledo - Seville
 - Excursion to Toledo
 - Guided Tour of the City
 - Dos Aguas Hotel Boutique Museum
- Day 6: Seville/Performance
 - Performance at a local venue ✓
- Day 7: Seville - Cordoba/Performance - Seville
 - Excursion to Cordoba
 - Guided Tour of the City
 - Performance at a local venue ✓



Performances

- Six (6) Performance Opportunities
- Self-Arranged Ambassador Performance at Fundacion Musica en las Venas, Day 3
- Self-Arranged Recording Session at Casa Limon Music Studio, Day 3
- Self-Arranged Workshop at Escuela De Musica Creativa, Day 4
- Self-Arranged Performance at Bogui Jazz, Day 4
- Performance at a local venue, Day 6
- Performance at a local venue, Day 7
- ALL VENUES ARE SUBJECT TO CONFIRMATION
- Venue Fees
- Promotional Costs
- Services of Professional Venue Coordinator
 - Does not include costs associated with instrument rentals or transportation, if necessary.



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2602 Eastwood Rd. Suite 206, Wilmington, NC 28403
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www.worldculturaltours.com

PROPOSED ITINERARY

Day 1: Depart USA

- Overnight, transatlantic flight to Madrid

Day 2: Arrive Madrid

- Greet WCT Professional Tour Manager & board private, luxury motor coach
- Guided orientation tour of the city
 - Plaza de Oriente
 - El Teatro Real
 - El Palacio Real
 - La Catedral de la Almudena
 - Plaza de Santa Ana
- Check into hotel
- Welcome Dinner at our hotel
- Overnight in Madrid* D

Day 3: Madrid/Performance

- Breakfast Together
- Self-Arranged Ambassador Performance at Fundacion Musica en Las Venas (Subject to confirmation) ✓
- Self-Arranged Recording Session at Casa Limon Music Studio (Subject to confirmation)
- Dinner Together
- Overnight in Madrid* B, D

Day 4: Madrid/Performance

- Breakfast Together
- Self-Arranged Workshop/Exchange with Escuela De Musica Creativa (Subject to confirmation) ✓
- Self-Arranged Performance at Bogui Jazz (Subject to confirmation)
- Dinner Together
- Overnight in Madrid* B, D

Day 5: Madrid - Toledo - Seville

- Breakfast Together
- Excursion to Toledo
- Guided Tour of the City
 - Alcazar
 - Santo Tome Church
 - The Jewish Quarter
 - The Synagogue
 - Monastery of San Juan de los Reyes
 - Dos Aguas Hotel Boutique Museum
- Continue to Seville for hotel check-in
- Dinner Together
- Overnight in Seville* B, D

Day 6: Seville/Performance

- Breakfast Together
- Performance at a Local Venue (Subject to confirmation) ✓
- Dinner Together
- Overnight in Seville* B, D

Day 7: Seville - Cordoba/Performance - Seville

- Breakfast Together
- Excursion to Cordoba
- Guided Tour of the City
 - Mosque-Cathedral
 - Catholic Cathedral
- Performance at a Local Venue (Subject to confirmation) ✓
- Farewell Dinner together
- Overnight Seville* B, D

Day 8: Depart Seville - Arrive USA

Meal Inclusions: B-Breakfast, L-Lunch, D-Dinner



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www.worldculturaltours.com

TOUR COST & COMPENSATION

TOUR PRICE



SINGLE SUPPLEMENT

COMPENSATION POLICY

\$3,299 Per Person, Double Occupancy

(Plus Fuel Surcharges/Air Taxes Exceeding \$650, Pending Air Confirmation)

- Price Based on Minimum of Twenty (20) Paying Passengers
- Price Does Not Include Fuel Surcharges/Air Taxes Exceeding \$650
- Price Pending Air Confirmation
- Price Subject to Change

\$3,399 Per Person, Double Occupancy

(Plus Fuel Surcharges/Air Taxes Exceeding \$650, Pending Air Confirmation)

- Price Based on Minimum of Eighteen (18) Paying Passengers
- Price Does Not Include Fuel Surcharges/Air Taxes Exceeding \$650
- Price Pending Air Confirmation
- Price Subject to Change

\$700

One (1) Complimentary Tour is Provided for Every 10 Paying Passengers

- Based on Single Occupancy for All Complimentary Trips
- Fuel Surcharges/Air Taxes & Single Supplements are Included



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Tel: 910.509.1706 / 910.509.1707 | Fax: 910.509.2995
www.worldculturaltours.com

THE DIFFERENCE

In order for your group to experience the
"World Cultural Tours Difference,"
we provide the following professional services to our partners
for absolutely no additional cost.

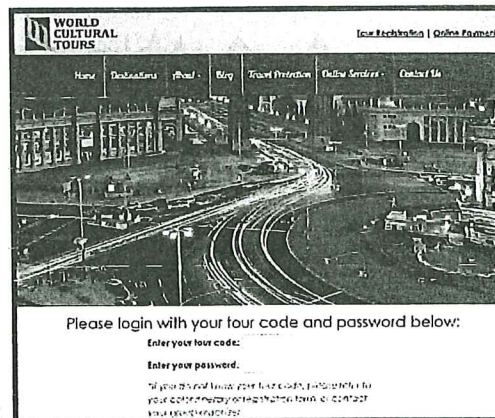
WCT Portal

A customized online group portal will be accessible to all registered tour members, allowing them **anytime** access to:

- Up-to-date tour itinerary
- Registration form
- Travel insurance information
- Flight & hotel details
- Performance updates
- Frequently-asked-questions
- Helpful Hints for international travel

Group leaders will have special access to the group portal to:

- Upload their own travel documents
- Make trip announcements on the portal's homepage
- Review the group roster, updated weekly by your personal Tour Consultant



Exclusive Group Leader Phone Number

Group Leaders have a direct phone number to call at any time, exclusive to their needs: (910) 509 - 1706.

Simple Online Registration & Payment

The World Cultural Tours website offers online tour registration for your participants, as well as online payment options, eliminating the need for paper forms and streamlining the registration process. You may view the Tour Registration page at www.worldculturaltours.com/tour-registration.

Full-Tour Management

World Cultural Tours has a team of highly-skilled and dynamic professionals that will manage the administrative & accounting needs for your group tour.

- Our Accounting Department will collect and keep track of all payments, registration forms and passport copies for the tour members.
- Our Tour Consultants will assist group members with any special requests, including air deviations, dietary restrictions and land-only options.



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THE WCT DIFFERENCE

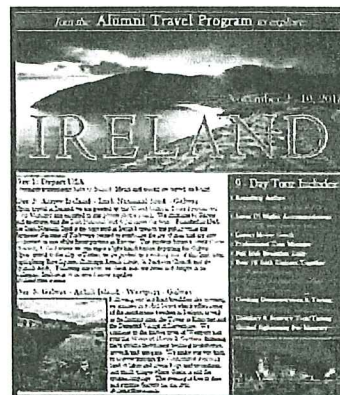
In order for your group to experience the
"World Cultural Tours Difference,"
we provide the following professional services to our partners
for no additional cost.

Promotional Tour Brochures

Included is a full-color, attractive promotional itinerary of your customized tour for you to distribute to your prospective tour members.

World Cultural Tours will provide you with:

- 100 color hard copies for physical distribution
- PDF file to be used at your discretion.



Final Tour Documents

Approximately two weeks prior to departure, we will update your group's WCT online portal with Final Travel Documents for review and download.

These will include:

- Final Operating Itinerary for the tour
- Hotel list & Contact Information,
- Rooming List,
- Detailed Flight Schedules
- Helpful Hints for packing, currency, etc.

24/7 Support & Availability

World Cultural Tours offers a **24-Hour Emergency Phone Number** while your group is on tour, providing an additional level of support and availability in conjunction to your professional tour manager.

Liability Insurance

World Cultural Tours provides a multi-million dollar *Errors & Omissions Liability* insurance coverage.



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TRAVEL PROTECTION

Why Purchase Travel Insurance?

- Need to "Cancel For Any Reason?" *No questions asked...you are covered.*
- If your Trip is **Canceled** or **Interrupted**, *Your Travel Investment is Protected!*
- **Medical Expense & Emergency Assistance Benefits** could be a real lifesaver!
- **Baggage Lost or Damaged?** *You're Protected!*

The easy, affordable way to protect your vacation investment! Missing your vacation is bad enough, but losing the money you paid for that vacation is even worse.

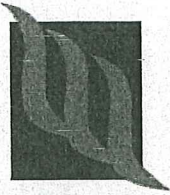
The World Cultural Tours Premier Plus A+ Travel Protection Plan is your ticket to worry-free travel. Now you can protect your travel investment at a very affordable group rate - take the peace of mind with you when you travel. The cost for the Premier Plus A+ travel insurance plan is \$172 per person.

We strongly recommend travel insurance. Travel Insurance may be purchased at any time prior to payment of the final balance. The best coverage is obtained by remitting premium within two (2) weeks of the date that we receive your initial deposit. **This enables the exclusion for Pre-Existing Conditions to be waived (provided you are not disabled from travel at the time you pay for your premium.*

For more information, visit www.worldculturaltours.com/travelinsurance.

SCHEDULE OF BENEFITS

Benefit	Maximum Benefit Amount
Cancel For Any Reason Benefit	75% of Non-Refundable Trip Cost
Medical Expense/Emergency Assistance	\$100,000
Accident and Sickness Medical Expense	Included
Emergency Evacuation and Repatriation	Included
One Call 24-Hour Assistance Services	Included
Trip Cancellation	Trip Cost
Trip Interruption	150% of Trip Cost
Missed Connection	\$500
Travel Delay (Up to \$100 Per Day)	\$500
Baggage and Personal Effects	\$1,000
Baggage Delay	\$100



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AMBASSADOR PROGRAM

Experience our "World Cultural Tours Difference" while making a difference!

World Cultural Tours is known for providing customized, educational and culturally-rich tours to each of its clients.

With this concept always being first and foremost in our minds, we are proud to have founded and continuously implement our service-learning foundation: ***The Ambassador Program.***

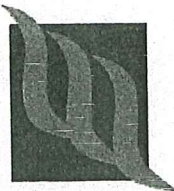
This optional component of your tour will provide your travelers with a chance to further immerse themselves into the culture and amongst the people within the communities they visit. Whether your group is traveling for performance, education or recreation, World Cultural Tours will assist in arranging service-outreach opportunities in addition to your scheduled itinerary.

Possible Ambassador Programs include:

- *Perform Benefit Concerts to Help Underprivileged Communities*
- *Participate in Local Charity Events*
- *Provide Musical Therapy in Hospitals, Nursing Homes & Medical Facilities*
- *Food and clothing drives in your local community for donation abroad*
- *Work in local community assistance programs abroad*

World Cultural Tours will work with your group to organize an Ambassadorship Program that will undoubtedly enrich lives, while providing your group the opportunity to experience other cultures in a more profound and impactful way.





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PAYMENTS & CANCELLATIONS

DEPOSITS & PAYMENT SCHEDULE

We will develop a deposit and payment schedule that works best for your group, but a typical schedule is as follows:

- *Deposit of 15% with registration form*
- *Payment 180 days before departure*
- *Payment 120 days before departure*
- *Balance due 90 days before departure*

CANCELLATIONS & REFUNDS

Cancellations are effective on the date notification is received in writing. You may submit cancellation notices to the following email address: Accounting@WorldCulturalTours.com. Any unused tour portions are non-refundable and any costs of services received while traveling are non-refundable. Up to 121 days prior to departure, full refund less a \$150 administration fee will be made. After that period, additional cancellation fees will be assessed as follows:

- *120-91 days prior to departure - loss of deposit*
- *90-61 days prior to departure - 35% of total tour price is forfeited*
- *60-46 days prior to departure - 50% of total tour price is forfeited*
- *45-0 days prior to departure - 100% of total tour price is forfeited*

TOUR PRICES

All tour prices are based on costs, charges & exchange rates known at time of booking. In case of currency fluctuations (if applicable) of more than 3%, WCT reserves the right to adjust the tour price accordingly. Any domestic and/or international residency taxes, departure or arrival taxes, security charges, baggage fees, and other types of air or airport or port taxes or any other surcharges *not* included in the tour price will be the responsibility of each passenger. Current air taxes are averaging between \$650-\$750 per person. ▪ Our preferred method of payment is in the form of a check; however, online individual payments can be made, using an electronic check with Intuit or using a credit card through our website, www.worldculturaltours.com. A non-refundable convenience fee of \$30 will be assessed, per transaction, for all credit card payments. ▪ A single check or credit card payment may be made for multiple registrants. A \$50 Returned Check Fee will be assessed for each returned check. Please note that WCT reserves the right to require final payment via credit card or electronic check in the event of a past-due balance that needs to be expedited. Furthermore, WCT reserves the right to cancel all tour arrangements for traveler(s) with past-due balances; however, WCT will make every effort to contact said traveler(s) prior to taking action.

Thank you for considering this field trip proposal for the BHS Music Collective. This trip to Spain in April 2020 will be my Ninth trip and the second outside of the US. As in the past, I decide and build performance trips around three important areas:

- Curriculum
- Educational opportunities/workshops
- Community Service performances

Curriculum

Below is the newly constructed standard for Creative decisions for musicians.

PLAN AND MAKE Select and develop musical ideas for defined purposes and contexts.					
Enduring Understanding: Musicians' creative choices are influenced by their expertise, context, and expressive intent.			Essential Question: How do musicians make creative decisions?		
Novice		Intermediate		Advanced	
Common Anchor 2	MU-CR2.1.E.3a Select and develop draft melodies and rhythmic ideas or motives that demonstrate understanding of characteristic(s) of music or text(s) studied in rehearsal.	MU-CR2.1.E.3a Select and develop draft melodies and rhythmic passages that demonstrate understanding of characteristic(s) of music or text(s) studied in rehearsal.	MU-CR2.1.E.3a Select and develop draft melodies, rhythmic passages, and arrangements for specific purposes that demonstrate understanding of characteristic(s) of music from a variety of historical periods studied in rehearsal.	MU-CR2.1.E.3a Select and develop arrangements, sections, and short compositions for specific purposes that demonstrate understanding of characteristic(s) of music from a variety of cultures studied in rehearsal.	MU-CR2.1.E.3a Select and develop composed and improvised ideas into draft musical works organized for a variety of purposes and contexts.
	MU-CR2.1.E.3b Preserve draft compositions and improvisations through standard notation and audio recording.	MU-CR2.1.E.3b Preserve draft compositions and improvisations through standard notation and audio recording.	MU-CR2.1.E.3b Preserve draft compositions and improvisations through standard notation and audio recording.	MU-CR2.1.E.3b Preserve draft compositions and improvisations through standard notation, audio, or video recording.	MU-CR2.1.E.3b Preserve draft musical works through standard notation, audio, or video recording.

This is but one of the newly revamped music standards that the students' will be tackling. The music collective will be in the advanced understandings while preparing for this trip.

The collective engages in the process of composing music that is representative of their comprehension of the current musical repertoire that they listen to, as well as my challenging musical suggestions. The ensemble must work together to create this music as well as perform the music. They leave the classroom every day with a better understanding of how to work together and provide supportive, healthy peer reviews of their work. It is expected that they apply these processes to other experiences in their daily engagements outside of the music classroom.

Education/workshops

Spain is home to a diverse musical universe but perhaps most known for its Flamenco music. We are Lucky enough to have as a member of the Brookline Community 2004 Latin Grammy for Producer of the Year Javi Limón. His son Javi Limón Jr. has been a member of the Music Collective since his sophomore year. The Limón's have graciously offered to help organize this trip to Madrid and tap into their contacts into the musical world of Madrid.

Community Service:

We will also have performances at a local children's hospital, and as you read the below re cap of my last trip you will gather how important this segment of the trip is for everyone!

As outlined in the application as well as in the itinerary the cost does include:

- all dinners/breakfasts
- air fare
- itinerary items
- 24/7 tour guide from tour company
- chartered bus 24/7 to bring us to our scheduled events
- Performance opportunities
- we play community service public performances at local hospitals or homeless shelters(one or two and those are still TBA)
- workshops