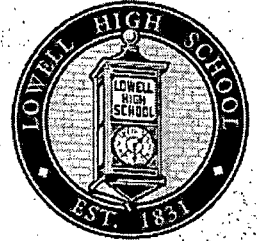


*Lowell Public Schools*  
*Lowell High School*  
*50 Fr. Morissette Blvd*  
*Lowell, Massachusetts 01852-1050*



*Michael Fiato*  
*Head of School*

*Tel. (978) 937-8900*  
*Fax (978) 937-8902*  
*Email: mfiato@lowell.k12.ma.us*

January 13, 2022

Dr. Joel Boyd, Superintendent  
Lowell Public Schools  
155 Merrimack Street  
Lowell, MA 01852

**Re: Cuisine & Culture of Southern Italy**

Dear Dr. Boyd:

I am requesting permission for Susan Brassard and a group of Lowell High School students to travel on an international trip named **Rome & Sorrento, Italy**, during the school vacation week in February of 2023. I am anticipating up to 18 students' total. The travel arrangements are being handled by EF Tours, an organization frequently used in the planning of other international trips with Lowell High School. Per the EF Tours policy, one chaperone will be assigned to every six student travelers.

The trip will include a focus on the cuisine and culture of Southern Italy including Rome, Pompeii, Sorrento, Capri, and Naples.. Students will be exposed to many sightseeing locations in Rome, including the Colosseum, Forum, Trevi Fountain, Spanish Steps, Patheon, Catacombs, and Pompeii ruins, a boat cruise in Capri, and a pizza-making class in Naples. A custom excursion in Rome has been added:

***Rome Catacombs***

*Explore the mysterious world buried beneath Rome since the 2<sup>nd</sup> century. Christian burial grounds and priceless relics abound, and the art that lines the walls is world-class. Afterward, journey down the ancient Appian Way to the Basilica of St. Paul Outside the Wall.*

The only cost to the school department will potentially be substitute coverage for chaperones Susan Brassard and any additional teacher chaperones needed if student travelers exceed 24 enrolled travelers on Friday, February 17<sup>th</sup> or Monday, February 27, 2023. This will be dependent upon the flight scheduling, and ER Tours is aware that scheduling cannot conflict with the Thursday school schedule. Two additional bib-teacher adult chaperones include Cassandra Johnson and Brianna Heughins (CORI completed).

**Student Costs: Pricing Information**

- **Enrollment Fee \$95** – locks in the price for students, included in program fee.
- **Program Fee \$3,220** (this includes round-trip airfare, ground transportation, EF tour director, daily breakfast and dinner, all entrance fees and local guides; travelers will be responsible for their lunch, daily); includes Group Travel Insurance; tips will be the responsibility of the group.
- **Transportation to/from Logan Airport** –To be determined through local bus transportation, divided by the number of students attending, and no cost to the school department.

**Covid 19 Compliance Policies:**

- All Travelers will be required to comply with the vaccine requirements for Italy.
- All Travelers will be required to show a negative Covid-19 no less than 72 hours before scheduled departure.
- All Travelers will be required to sign a Covid-19 Safe Traveler Agreement 30 days before the scheduled departure with the most current policies;
- All travelers will be required to have their Covid-19 vaccination cards with them as required by airline and other travel organizations.
- Any travelers who test positive for Covid-19 while traveling will be provided with lodging, meals, medical treatment, and flights home if needed.
- These policies will be updated with travelers and guardians consistently through group communications as data remains fluid.
- Any questions regarding Covid-19 policies can be directed to the ER Tours consultant, Casey Youngetob at: casey.youngetob@ef.com or 617-619-2449.

The trip complies with the Massachusetts Curriculum Standards:

*Standard 1: Culture.* Students will demonstrate an understanding of the culture studied through history, literature, and the arts.

*Standard 2: Communities.* Students will use languages other than English beyond the school setting.

*Standard 3: Demonstrate active listening skills.* Listen attentively and respectfully to others. Focus attentively, make eye contact or other affirming gestures, confirm understanding and follow directions.

*Standard 4: Professionalism.* Demonstrate attendance and punctuality. Identify and practice professional time-management and attendance behaviors including punctuality, reliability, planning and flexibility.

Thank you in advance for your consideration and support.

Sincerely,

Michael Fiato  
Head of School

**LHS Field Trip Request Form**  
(Must be turned in 4 weeks in advance)

A trip is considered an official Lowell High School Field Trip when it is connected to any LHS class, student activity, club, sport or special program whether they occur on a school day or on a weekend.

Name of Staff Member making the request: Susan L. Brassard Date of Request: \_\_\_\_\_

Class or group attending: LHS Students Description of field trip and how it relates to the curriculum:

Rome and Sorrento, Italy international tour. The tour package includes Roman Colosseum, Vatican City, Catacombs, Pompeii Ruins, Capri boat cruise, and Naples pizza Making class.

Date of Trip: 2/18/23 Time of Departure: TBD Time of Return: 2/25/23 In state  out of state

No. of Students: 18+ No. of Chaperones: 3 Type and number of vehicles: N/A Approx. Mileage N/A

There should be at least one chaperone for every 20 students. Names and cell-phone numbers for chaperones:

Cassandra Johnson 978-424-6550, Brianna Heughins 978-855-6577  
other chaperones will be added if students increase over 18 anticipated

No. of substitutes requested 1 Coverage is needed for  Full Day (OR)  Specific Periods (list) \_\_\_\_\_

Charges to Student (per person)	Charges to School Department (per person)	Covered by other Funding (specify grant or other source)
------------------------------------	--	---

Transportation: _____	_____	_____
Entry Fees: _____	_____	_____
Meals: _____	_____	_____
Other: <u>\$3,220 per student cost</u>	_____	_____

Please list any previous field trips you have taken this school year by date and description:

None

You are required to meet the following conditions:

- Obtain parental and teacher permission
- Provide a list to Data Processing of students attending (48 hours prior to the field trip)
- Meet all requirements of the field trip site you are going to
- File a post-trip report to your department chair and the Head of School if requested
- Ensure that students have a post-field trip instructional follow-up if the field trip is classroom-based and academic in nature
- Arrange for students to be returned to LHS or home

Reviewed by Department Chair: [Signature]

Date: 9-13-21

Approved by Head of School: [Signature]

Date: 9-14-21

Lowell Public Schools:  
OVERNIGHT FIELD TRIP CHECKLIST

The School Committee recognizes that first-hand learning experiences provided by field trips are a most effective and worthwhile means of learning. It is the desire of the Committee to encourage field trips as an integral part of the program of the schools.

Specific guidelines and appropriate administrative procedures shall be developed to screen, approve and evaluate trips and to ensure that all reasonable steps are taken for the safety of the participants. These guidelines and appropriate administrative procedures shall ensure that all field trips have the approval of the Head of School and that all overnight trips have the prior approval of appropriate Administrative level.

Approval of the School Committee must be granted prior to money being collected, arrangements being made, or parental consent being issued for all overnight field trips.

The following guidelines are set to implement the planning of field trips as part of, and directly related to, classroom learning activities. All guidelines must be included in the request.

- The application for approval for an overnight field trip which requires students to miss a day or more of school must include written justification from the teacher proposing the trip.
- The application for approval for an overnight field trip which requires students to miss a day or more of school must include a written statement of the learning standards the trip will address.
- The application for approval for an overnight field trip must include an itemization of all costs associated with the trip and the funding source.
- All proposed field trips must have the approval of the school building administrator.
- All day trips must be within budgetary allotments for such purpose and be approved by the superintendent. Any trip, for which there is no budget allotment, must have advance approval of the School Committee.
- Each student who goes on a field trip must have written parental permission.
- Enough supervision must be provided so that discipline on the trip is effective.
- All trips must be well planned, properly timed, and related to regular learning activities.
- All Chaperones/other adults MUST be corried. Please list chaperones that are attending:

Cassandra Johnson, Brianna Heughins,  
Others TBP as needed based on enrollment

Signature of Head of School: MJS  
Signature of Central Administrator: \_\_\_\_\_

Date: 9/15/21  
Date: \_\_\_\_\_

September 13, 2021

Michael Fiato  
Head of School  
Lowell High School  
50 Father Morissette Blvd.  
Lowell, MA 01852

Dear Mr. Fiato,

I am requesting permission to travel with a group of Lowell High School students on an international trip named **Rome & Sorrento, Italy**, during the school vacation week in February of 2023. I am anticipating up to 18-24 students but can accept up to 40 total students. EF Tours is handling the travel arrangements; an organization frequently used to plan other international trips with Lowell High School. Per the EF Tours policy, one chaperone will be assigned to every six student travelers.

The trip will explore the cuisine and culture of Italy, including Rome, Pompeii, Sorrento, Capri, and Naples. Students will be exposed to many sightseeing locations in Rome, including the Colosseum, Forum, Trevi Fountain, Spanish Steps, Patheon, Catacombs, and the Sistine Chapel. Students will have guided tours throughout the entire trip, such as the Pompeii ruins, a boat cruise in Capri, and a pizza-making class in Naples. A custom excursion in Rome has been added:

### ***Roman Catacombs***

*Explore the mysterious world buried beneath Rome since the 2nd century. Christian burial grounds and priceless relics abound, and the art that lines the walls is world-class. Afterward, journey down the ancient Appian Way to the Basilica of St. Paul Outside the Walls.*

The cost to the school department will potentially be substitute coverage for chaperones Susan Brassard and any additional teacher chaperones needed if student travelers exceed 24 enrolled travelers on Friday, February 17th, or Monday, February 27, 2023. This will be dependent upon the flight scheduling, and EF Tours is aware that scheduling cannot conflict with the Thursday school schedule. Two additional non-teacher adult chaperones include Cassandra Johnson and Brianna Heughins (CORI completed).

### **Student Costs: Pricing Information**

- **Enrollment Fee** \$95 – locks in the price for students, included in the program fee.
- **Program Fee** \$3,220 (this includes round-trip airfare, ground transportation, EF tour director, daily breakfast and dinner, all entrance fees and local guides; travelers will be



EDUCATIONAL  
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# International Travel Program Proposal

Lowell High School / Susan Brassard



Rome and Sorrento - February 2023

[eftours.com/ROS](http://eftours.com/ROS)

# Your partner in travel-based learning

EF Education First is the world leader in international education. For over 55 years, we've partnered with educators around the world to help more than 15 million students gain new perspectives and build skills for the future through experiential learning.

Our mission is to empower educators to do their best work. At EF Educational Tours, we're working to define the modern educational tour experience. Our itineraries are more than places to go and things to see. We build programs that challenge assumptions, spark connections, and inspire curiosity in young students. Students will expand their knowledge of the world around them, discover more about themselves, grow more confident and independent, and understand new people, places, and cultures.

We take care of every last detail of the tour experience—transportation and lodging, meal reservations and menus, museum tickets and local tour guides, and much more. That also includes behind-the-scenes elements, like safety checks at hotels and background checks on adult travelers. With all that taken care of, educators and students can focus on the bigger picture.

You'll find all the details and more on the next few pages.

## What's contained in this document

Pg. 2	<b>Safety</b>
Pg. 4	<b>Liability protection</b>
Pg. 6	<b>Affordability</b>
Pg. 7	<b>Educational value</b>
Pg. 8	<b>Itinerary specifics</b>
Pg. 8	<b>Cost and payment options</b>
Pg. 9	<b>Sample hotels</b>
Pg. 10	<b>Sample meals</b>
Pg. 11	<b>Next steps</b>

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