



Memorandum

Date: March 11, 2020
To: Board of Education
From: Kevin Kaardal, Superintendent of Schools/CEO
Prepared by: Rhonda Ovelson, Assistant Superintendent
Action Item: **International Field Studies**

1.0 ISSUE STATEMENT

The World Health Organization (WHO) on March 11, 2020, declared COVID-19 a pandemic, pointing to the over 118,000 cases of the coronavirus illness in over 110 countries and territories around the world and the sustained risk of further global spread. In light of current world events, District staff have determined that there is a risk of harm to students and staff travelling internationally. The situation is fluid and changing daily. As the spread of COVID-19 continues to escalate concern from parents and staff around uncertainty of return travel, as well as, the potential for quarantine has increased. Associated risks with travel at this time include: disease contraction, returning to Kelowna infected and infecting others, travel interruption, effect of quarantine, costs associated with quarantine, availability of resources and medical system capacity, costs of foreign medical systems, as well as, willingness of employee supervisors to assume responsibility for large groups of students. In light of these circumstances, the District must act with an abundance of caution.

2.0 RELEVANT BOARD MOTION/DIRECTION

Policy 525 Field Studies-Curricular and Extra-Curricular states, "*The Board may cancel or modify a field study approved in accordance with this policy and regulations when unforeseen events occur*".

3.0 BACKGROUND

The following international field studies are scheduled for departure during the coming weeks:

- Mount Boucherie Secondary School: Music Performances in Disneyland and Universal Studios, Southern California (March 13-March 19, 2020)
- Mount Boucherie Secondary, Okanagan Mission Secondary, Rutland Senior Secondary and Kelowna Senior Secondary France Exchange (March 14-April 25, 2020)
- Kelowna Senior Secondary School: Cultural and Historical Tour, Germany, France, and Belgium (March 18-April 1, 2020)
- Kelowna Senior Secondary School: Leadership Education and Enrichment, Southern California (March 27-April 5, 2020)
- Kelowna Senior Secondary School: Musical and Cultural Events, Activities and Experience, New York (April 5-April 12, 2020)

4.0 POINTS FOR CONSIDERATION

Travel insurance may mitigate costs for families should the Board of Education cancel International field studies due to the unforeseen health risks cited above.

5.0 SUPERINTENDENT OF SCHOOLS/CEO'S COMMENTS

The health and safety of students and chaperones participating in field studies abroad is our primary concern. At this time, there is too much uncertainty surrounding international field studies. Therefore, it is recommended that the Board of Education cancel the listed International field studies travel due to the risk of harm to students and staff.

6.0 OPTIONS FOR ACTION

1. Board of Education supports the recommendation.
2. Board of Education delays decision until closer to departure date.
3. Board of Education supports the field studies moving forward as scheduled.

7.0 STAFF RECOMMENDATION

THAT: The Board of Education cancel the following International Field Studies:

- Mount Boucherie Secondary School: Music Performances in Disneyland and Universal Studios, Southern California (March 13-March 19, 2020)
- Mount Boucherie Secondary, Okanagan Mission Secondary, Rutland Senior Secondary and Kelowna Senior Secondary France Exchange (March 14-April 25, 2020)
- Kelowna Senior Secondary School: Cultural and Historical Tour, Germany, France, and Belgium (March 18-April 1, 2020)
- Kelowna Senior Secondary School: Leadership Education and Enrichment, Southern California (March 27-April 5, 2020)
- Kelowna Senior Secondary School: Musical and Cultural Events, Activities and Experience, New York (April 5-April 12, 2020)

8.0 APPENDICES

- A. Policy 525: Field Studies – Curricular and Extra-Curricular
- B. Itinerary for Mount Boucherie International Music Performances
- C. Itinerary for France Exchange
- D. Itinerary for Kelowna Senior Secondary Cultural and Historical Tour
- E. Itinerary for Kelowna Senior Secondary Leadership and Education and Enrichment International Field Study
- F. Itinerary for Kelowna Senior Secondary Musical and Cultural Events International Field Study



“Together We Learn”

Section Five: Instructional Programs

525 – FIELD STUDIES – CURRICULAR AND EXTRA-CURRICULAR

Introduction

The Board of Education believes that field studies can have educational value if they:

- are relevant to the prescribed BC curriculum; or
- directly address career exploration or the intellectual, physical, social and emotional development of students.

The Board may cancel or modify a field study approved in accordance with this policy and regulations when unforeseen events occur.

Policy

1. The Board believes field studies should supplement the curricular or extra-curricular programs and as they may utilize time from the instructional day, the public must be assured that the field studies:
 - are directly related to the tasks the school is expected to perform (given the limited instructional time in the school year);
 - have educational benefits that outweigh any time loss from school;
 - have been planned to achieve specific educational goals.
2. Most field studies can be accomplished without extended travel and overnight stays. The objectives of the curriculum should be addressed, where appropriate, without extended travel/overnight stays.
3. Education is a partnership involving the school and the home. In order to ensure that there is strong parental support for field studies being planned, the Board directs that:
 - 3.1 Informed consent forms for each student must be completed for every field study to ensure that parents are aware of the activity (including thorough descriptions of the study, transportation, any inherent risks, any unusual or potential hazards and the possible consequences) and are supportive of the student’s participation.



Section Five: Instructional Programs

“Together We Learn”

- 3.2 For a field study that has volunteer and staff drivers using private vehicles, each driver must complete Form 525.3 – Transportation of Central Okanagan Public Schools Students Vehicle Use and Authorized Driver's Statements, prior to transporting students on the field study.
- 3.3 Students that transport themselves in a private vehicle must complete Form 525.4 – Student Using Vehicle for Field Studies – Curricular and Extra-Curricular, and comply with the requirements as outlined on the Form. The BC Schools Protection Program (SPP) does not recommend the use of student volunteer drivers due to their limited driving experience. Therefore, a student is not permitted to drive other students to and from school field studies and extra-curricular activities during school hours.
- 3.4 There shall be five levels of field studies, depending upon the activities to be undertaken. For definitions of levels and requirements for each level, refer to Regulations 525R - Field Studies – Curricular and Extra-Curricular. For a listing of field studies activities subject to restrictions and those which are prohibited, refer to Appendix 525A - Field Studies Activities.
- 3.5 For field studies levels four and five, parents must be consulted well in advance of any study planning taking place with the students. Studies must be planned well in advance to ensure educational purposes, parental support and safety issues are addressed.
- 3.6 Schools must be extremely sensitive to the financial burden and the potential conflict between parents and students by possible expensive field studies; the ability of students to pay their share of the costs must not be a factor in determining participation. School personnel must ensure that financial requirements do not exclude students from participation on a field study. For further information, see Regulation 425R - Student Fees, Section 8 - Financial Hardship.
- 3.7 For all studies, an appropriate medical response plan must be in place.
4. The Board recognizes that these educational experiences require many additional hours of staff time, and affirms staff for organizing these studies while ensuring they are relevant to the curriculum and enhance learning opportunities for students.



Section Five: Instructional Programs

“Together We Learn”

5. If free travel tickets are provided as a result of bulk ticket purchases, the benefits must be shared by all those involved in the study and not taken solely by a supervisor or chaperone.
6. The Board neither approves nor sanctions any studies which are organized as vacations. The Board recognizes that there are some businesses which promote student travel and offer incentives of free airline tickets to adult supervisors who accompany students. If such studies occur, they are outside any recognized activity of the school district and the Board accepts no responsibility.
7. The school district will endeavour to provide an annual budget for extra-curricular activities.
8. The school district and school codes of conduct will apply to all field studies.

Date Agreed: April 23, 1980

Date Amended: February 13, 1985; October 26, 1994;
September 16, 1998;

Date Amended/Reviewed: November 13, 2002

Date Amended: June 9, 2004; October 27, 2004; January 26, 2011
June 24, 2015; February 27, 2019

Related Documents: 525R, 525A, Field Study Forms



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Mount Boucherie Band/Choir

California-Disneyland

March 13-19, 2020

Prepared for: Christopher Perry, Music Dept. November 2019 version 1

**Park entry, workshop, departure and arrival times pending. Details TBD*

Day 1 - March 13 Travel day

- 4:20AM - Group meets at YLW
 - ❖ Check-in at Air Canada counter
 - ❖ Clear security
 - ❖ Boarding gate TBD
- 5:40AM - Flight AC9411 departs for YVR
- 6:40AM - Arrival at YVR
 - ❖ 30 min allotted for students to eat/get take-out [\$] [S/L]
- 7:15AM - Proceed to boarding gate TBD
- 8:35AM - Flight AC550 departs for LAX
- 11:37AM - Arrival at LAX
 - ❖ Clear customs
 - ❖ Collect luggage
 - ❖ Proceed to Lux Bus pick-up point TBD
- 2:00PM - Approx. arrival time at *Best Western Park Place Inn and Suites*
 - ❖ Check-in, room assignment
- 2:30PM - Chaperone taxi/walk to U-Haul Anaheim office for Van pick-up
 - ❖ 626 S Anaheim Bl
 - ❖ Anaheim, CA 92805
 - ❖ Park in hotel lot
- 3:30PM - Leave for group dinner in *Downtown Disney*
 - ❖ 20-minute walk
- 4:00PM - Dinner at *Ralph Brennan's Jazz Kitchen* [D]
 - ❖ Meal and gratuity pre-paid
- 5:00PM - Dinner ends
 - ❖ Free time in *Downtown Disney*
 - ❖ Walk back to hotel



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Day 2 - March 14 Disneyland, LA Philharmonic

- 7:00AM - Hot Breakfast (included) at hotel [B]
7:30AM - Depart hotel for Disneyland Main Gate
 ❖ 10-minute walk
8:00AM - Approx. entry to Disneyland
12:00PM - Lunch in Disneyland
 ❖ (Dining card) [L]
TBD - ~~Soundtrack Recording Workshop~~
 ❖ AM workshop time requested
 ❖ Details pending-released 3 weeks prior
 ❖ ~~Instruments transported to Park by Van~~
 ❖ Percussion instruments provided by Disney-see PlanEars technical sheet
2:00PM - Free time in Disneyland/California Adventure
 ❖ (Dining card) [D]
 ❖ Suggest eating dinner before leaving Parks
5:30PM - Depart Disney Parks
 ❖ Return to hotel
6:30PM - ~~Depart hotel for Walt Disney Concert Hall~~
 ❖ Transport by school bus provided by U.S. Coachways
7:30PM - Arrival Walt Disney Concert Hall
 ❖ Proceed to Balcony section.
 Row A Seats 135-159
 Row B Seats 135-148
 Row C Seats 135-140
8:00PM - ~~Movie Music: Lee/Blanchard begins~~
10:00PM - ~~Depart Walt Disney Concert Hall~~
 ❖ Transport by school bus provided by U.S. Coachways

Day 3 - March 15 Disneyland

- 7:00AM - Hot Breakfast (included) at hotel [B]
7:30AM - Depart hotel for Disneyland Main Gate
 ❖ 10-minute walk
8:00AM - Approx. entry to Disneyland/California Adventure
TBD - ~~Performance~~
 ❖ Performance AFTER park opening requested
 ❖ Details pending-released 3 weeks prior
 ❖ ~~Instruments transported to Park by Van~~
 ❖ Percussion instruments provided by Disney-see PlanEars technical sheet
TBD - ~~Chaperone leaves Park after performance~~
 ❖ ~~Return van to U-Haul before 5PM~~
12:00PM - Lunch in Disneyland/California Adventure
 ❖ (Dining card) [L]
2:00PM - Free time in Disneyland/California Adventure
 ❖ (Dining card) [D]
10:00PM - California Adventure closes
12:00AM - Disneyland closes



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Day 4 - March 16 Grammy Museum, Hard Rock Café, Hollywood-LA Tour, Medieval Times

- 7:00AM - Hot Breakfast (included) at hotel [B]
- 8:00AM - Depart hotel for Grammy Museum
 - ❖ Transport with Lux Bus
- 9:30AM - Free time at Grammy Museum
- 11:00AM - Music Production Workshop
- 12:00PM - Depart Grammy Museum
 - ❖ Transport with Lux Bus
- 1:00PM - Reservation at Hard Rock Café
 - ❖ Meal and gratuity pre-paid [L]
- 2:30PM - Depart Hard Rock Café
 - ❖ Transport with Lux Bus
- 2:30PM - Tour of Hollywood/LA
 - ❖ Tour details pending
 - ❖ Guide not provided
- 5:00PM - Arrival at hotel
 - ❖ Freshen up for dinner
- 6:00PM - Depart hotel for Medieval Times
- 6:30PM - Arrival at Medieval Times
 - ❖ Meals, gratuity and entertainment pre-paid [D]
- 9:00PM - Depart Medieval Times
- 9:30PM - Arrival at hotel

Day 5 - March 17 Universal Studios

- *Departure times confirmed 60 days prior to Park entry
- 7:00AM - Hot Breakfast (included) at hotel [B]
- 8:00AM - Depart hotel for Universal Studios Hollywood
 - ❖ Transport with Lux Bus
- 10:00AM - Arrival at Universal Studios
- 12:00PM - Lunch
 - ❖ [\$] [L]
- 5:00PM - Dinner
 - ❖ Suggest eating prior to bus departure [\$] [D]
- 7:00PM - Depart Universal Studios Hollywood
 - ❖ Transport with Lux Bus
- 8:30PM - Arrival at hotel



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Day 6 - March 18 Disneyland

- 7:00AM - Hot Breakfast (included) at hotel [B]
- 7:30AM - Depart hotel for *Disneyland Main Gate*
 - ❖ 10-minute walk
- 8:00AM - Approx. entry to *Disneyland/California Adventure*
 - ❖ Lunch and dinner in *Disneyland/California Adventure*
 - ❖ (Dining card) [L] [D]
- 10:00PM - *California Adventure* closes
- 12:00AM - *Disneyland* closes

Day 7 - March 19 Travel day

- 8:00AM - ~~Depart hotel for LAX~~
 - ❖ Check-in at Air Canada counter
 - ❖ Clear security/customs
 - ❖ Boarding gate TBD
- 12:25PM - ~~Flight AC573 departs for YVR~~
- 3:31PM - Arrival at YVR
 - ❖ 30 min allotted for students to eat/get take-out [S] [S/L]
- 4:15PM - Proceed to boarding gate TBD
- 5:25M - ~~Flight AC848 departs for YLW~~
- 6:21PM - Arrival at YLW
 - ❖ Collect luggage

Meals included are indicated-B/L/D/S

\$-Money required for meal

Flight Details-All flights on Air Canada, master PNR #00705750

Hotel-Best Western Park Place Hotel and Mini-Suites

1544 S. Harbor Blvd. Anaheim, 92802, 714-716-4800

Transportation-provided by Lux Bus 714-939-9200 res#34624

Park Hours-released to public 60 days prior to entry

Trip to: LYON, FRANCE for **GRADE ELEVEN** FRENCH EXCHANGE



AIR CANADA AC Flight Number 8394
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED

Saturday, 14 March

Departure: YLW KELOWNA 8:30AM
Arrival: YEG EDMONTON 10:54AM



AIR CANADA AC Flight Number 332
CONFIRMED

Saturday, 14 March

Departure: YEG EDMONTON 11:35AM
Arrival: YUL MONTREAL 5:34PM



AIR CANADA AC Flight Number 828
CONFIRMED

Saturday, 14 March -
Sunday, 15 March

Departure: YUL MONTREAL 8:45PM
Arrival: LYS LYON 9:00AM +1 day Terminal 1

25



AIR CANADA AC Flight Number 829
CONFIRMED

Saturday, 25 April

Departure: LYS LYON 12:00PM Terminal 1
Arrival: YUL MONTREAL 2:05PM



AIR CANADA AC Flight Number 309
CONFIRMED

Saturday, 25 April

Departure: YUL MONTREAL 6:30PM
Arrival: YVR VANCOUVER 8:45PM



AIR CANADA AC Flight Number 8422
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED

Saturday, 25 April

Departure: YVR VANCOUVER 9:50PM
Arrival: YLW KELOWNA 10:46PM




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Trip to: LYON, FRANCE for **GRADE TEN FRENCH EXCHANGE**



AIR CANADA AC Flight Number 8394
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED

Saturday, 14 March

Departure: YLW KELOWNA 8:30AM
Arrival: YEG EDMONTON 10:54AM



AIR CANADA AC Flight Number 332
CONFIRMED

Saturday, 14 March

Departure: YEG EDMONTON 11:35AM
Arrival: YUL MONTREAL 5:34PM



AIR CANADA AC Flight Number 828
CONFIRMED

Saturday, 14 March -
Sunday, 15 March

Departure: YUL MONTREAL 8:45PM
Arrival: LYS LYON 9:00AM +1 day Terminal 1



AIR CANADA AC Flight Number 829
CONFIRMED

Saturday, 11 April

Departure: LYS LYON 12:00PM Terminal 1
Arrival: YUL MONTREAL 2:05PM



AIR CANADA AC Flight Number 309
CONFIRMED

Saturday, 11 April

Departure: YUL MONTREAL 6:30PM
Arrival: YVR VANCOUVER 8:45PM



AIR CANADA AC Flight Number 8422
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED

Saturday, 11 April

Departure: YVR VANCOUVER 9:50PM
Arrival: YLW KELOWNA 10:46PM




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KSS Battlefield Tour 2020

France/Belgium/Germany

Wednesday, March 18 - Day 1 – Departure from Kelowna to Frankfurt.

Thursday, March 19 – Day 2 – Upon arrival in Frankfurt, we will meet our coach driver, then travel on to France where you will have a tour of Fort Hackenburg, on the infamous Maginot Line. A short trip later, will land us in Verdun, where you will have time for a walk before dinner and overnight.

Friday, March 20 – Day 3 – After breakfast we tour the Verdun battlefields. Visits to the Trenches of the Bayonets, Fort Douamont and the Ossuary will be stark testaments to the violence of the struggle. In the afternoon we will relax along the River Meuse and the Place de Nations where some time is available for lunch and shopping. Our afternoon will be spent traveling to Arras with a brief stop in Rheims to visit the Cathedral.

Saturday, March 21 – Day 4 – Today we will travel to Vimy Ridge. After a trenches and tunnel tour and a visit to the famous memorial, we will take our coach to the Somme and visit Thiepval, then Beaumont-Hamel, scene of the disastrous attack by the Newfoundland Regiment during one of the Battles of the Somme in 1916. Dinner and overnight accommodation will be at Arras.

Sunday, March 22 – Day 5 – Our day begins with a trip to Iepers (Ypres), where we tour the Salient of WW I. Sites such as Essex Farm (where John McRae wrote his famous poem, In Flanders Fields), Hill 62, Sanctuary Wood, and the brooding soldier at St. Juliaan, will be visited. Soldiers' tunnel life will be evident during our Passchendaele Tunnel tour that afternoon. Chocolates from Belgium are famous and you will have an opportunity to purchase some while in Iepers. Following dinner at our hotel, we will witness the Last Post at the Menin Gate, a ceremony held daily since 1926.

Monday, March 23 – Day 6 – After breakfast we travel to Paris, with our first stop at the world famous Louvre, then take a river walk to the Notre Dame Cathedral. As the Cathedral is closed, there will be some free time to look around the building and spend time in local café's or souvenir shops close to the Cathedral. After dinner we will take an evening cruise on the River Seine to enjoy the City of Lights from the water.

Tuesday, March 24 – Day 7 – This morning we take the Metro to Trocadero, then a short walk to the Eiffel Tower for a view of this beautiful city. From the tower, we will walk to Les Invalides, formerly a military hospital and now the French War Museum. Our afternoon will be spent shopping and browsing along the Champs Elysee. Dinner will be at or near our hotel.

Wednesday, March 25 – Day 8 – We leave Paris this morning for the opulent Palace of Versailles including a tour of its manicured gardens. From there, we continue on to Normandy, where Allied troops gained a foothold in Fortress Europe on June 6, 1944. We stop at the Pegasus Memorial, a museum dedicated to the British 6th Airborne Division (which included the 1st Canadian Parachute Battalion). Dinner will be at our accommodation in Caen.

Thursday, March 26 – Day 9 – Our day begins with a visit to Le Memorial de Caen, a poignant illustration of the hardships endured during wartime, containing a message of peace. Then we travel along the beaches, stopping at Juno Beach Museum, built in memory of those Canadians who participated in the Normandy Landings. We conclude our day at the Abbaye d'Ardennes which reminds us of the brutality of war as we pay homage to the 20 Canadians murdered here by Kurt Meyer's teenage SS fanatics. Dinner and overnight at Caen.

Friday, March 27 – Day 10 – Today is a tour of most of the Normandy beach landing sites of 1944. Our first stop is at La Cambe, where 22,000 German soldiers are buried. From here we will head east, with stops at Pointe du Hoc where American Rangers had to scale cliffs to attack positions; at Omaha Beach, which contains the gravesite for 9,000 U.S. soldiers (the opening scene of "Saving Private Ryan"); to the huge guns at Batteries du Longues; capped with a visit to Arromanches where remnants of Churchill's Mulberry Harbors are still visible. After a short visit to the 360 Museum we end our day's tour at Beny sur Mer Canadian Cemetery, then return to Caen for dinner.


Saturday, March 28 – Day 11 – After breakfast we travel east along the coast to Dieppe, scene of the disastrous raid by Canadian troops on August 19, 1942. Stops at Green Beach in Pourville, and Blue Beach in Puys, will fill out our area visit. Our evening will be spent in this community.

Sunday, March 29 – Day 12 – This morning we depart Dieppe to follow the route of the Canadian Army as it moved to free the Channel Ports of France from German control. We visit La Coupole, building site of the V1 and V2 rockets which caused so much destruction on London, before traveling to the town of Brugge. "The Venice of Belgium" is our destination for dinner and overnight at our hotel, after visiting the beautiful town center.

Monday, March 30 – Day 13 – Our day will be spent entirely in the country of Belgium starting with a stop at Adegem Canadian Cemetery. We will then visit the Leopold Canal, site of the very costly crossing for men of the Canadian Scottish, Regina Rifles and Winnipeg Rifles Regiments. Nearby, there exists a bailey bridge erected by the Canadian Army in 1944 and still in use today. Dinner will be at or near our accommodation in Brugge.

Tuesday, March 31 – Day 14 – Our last full day will be spent travelling to Limburg prior to our flight back to Kelowna. However, we will make a stop at La Chapelle American Cemetery, a site where many of the victims of the Malmedy Massacre are buried. Dinner and overnite at the picturesque village of Limburg, a few miles from the Frankfurt Airport.

Wednesday, April 1 – Day 15 – We board our flight for home.

| | |
|---|---|
|  | <p>Initial Itinerary for Leadership Learning Exchange California March 27-April 5, 2020.</p> <p>Prices are subject to change. The final cost is dependant on the rate of exchange at the time of payment and on the number of students attending the exchange.</p> |
|---|---|

February 27, 2019

Initial Itinerary- Tentative dates and schedule:

*Please note that we are in the very early stages of planning. It is highly likely that some of the scheduled activities will shift and change as we move closer to our departure. A specific hour-by-hour itinerary will be released to all parents and students before our departure date.

| | |
|-----------|---|
| Friday | Fly/ Shuttle to Ontario, California/Hotel |
| Saturday | California Association of Student Leaders Conference |
| Sunday | CASL day 2 |
| Monday | CASL AM closing/ Charter to Anaheim/ Hotel/ Disney / California Adventure |
| Tuesday | Disney Education Series in Leadership/Disney / California Adventure |
| Wednesday | Disney Education Series in Leadership/Disney / California Adventure |
| Thursday | Transfer to Fairfax. Full learning exchange day with Fairfax students |
| Friday | Activities with Fairfax students: sightseeing tour, Visit Santa Monica Pier |
| Saturday | Transfer to Universal Studios / Hotel / |
| Sunday | Transfer to airport/Fly home |

Please note: The school board can make the decision to cancel a field study trip for any purpose before or during the trip. Should any situation arise that results in students or staff being excluded from a field study trip across an international border, including being denied entry to another country despite having appropriate documentation, the field trip will be cancelled and the group as a whole will return home and not proceed. *Our school district is Multicultural and inclusive and these essential principles of our school system are integrated into all of our policies, programs, operations, and practices, including field study trips.*



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519-235-2000

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519-572-7029

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101-315 West 1st St., V7M 1B5
604-663-2470

TORONTO, ON
200-80 Atlantic Ave., M6K 1X9
437-222-2057

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KELOWNA SECONDARY SCHOOL 8 DAY / 5 NIGHT MUSIC APPRECIATION TOUR TO NYC APRIL or MAY 2020

Note: It is the responsibility of all participants to be in possession of the correct documentation to travel out of the country. Failure to do so will result in participants being denied entry/boarding and returned home at the expense of the individual. Canadian Citizens require a valid passport (the Canadian Government recommends that passports are valid at least for the duration of your travel). Groups are advised to obtain witnessed letters of consent for persons under 18 years of age. NonCanadian travellers should contact Ellison Travel & Tours by filling in this request form: <https://www.ellisontravel.com/documentation> so we can check entry and transit requirements and confirm that they have the correct travel documentation and/or visa requirements.

Day 1 – Friday

M

- transportation to the school is the responsibility of the group
- 1:30pm - meet and load your 1x 56 passenger motorcoach at Kelowna Secondary School
- 2:00pm - depart for Vancouver, BC
- 7:45pm - arrive at Vancouver International Airport – Main Terminal, International Departures
- groups to arrive at airport 3hrs prior to departure
- 7:50pm - check-in for your overnight flight # CX888 at the Cathay Pacific counter
- in chaperoned groups proceed through security (have your passport and the boarding pass ready)
- once through security, in chaperoned groups proceed to the appropriate gate
- 10:55pm - scheduled departure to New York City (flight duration: 5hrs 5min)
- meal served inflight
- remember to turn your watches to local time of destination

Day 2 – Saturday

B/D

- 7:00am - scheduled arrival at the John F. Kennedy International Airport - Terminal 8; collect your luggage and clear customs
- 8:00am - meet your 1x 54 passenger motorcoach, and load your luggage
- 8:15am - board and depart for Manhattan
- 9:15am - arrive at the moderate hotel and check-in for 5 nights' accommodation
- rooms are guaranteed to be available by 3:00pm; please store your luggage for the day if your rooms are not ready
- time to purchase breakfast via \$10.00 USD meal allowance in local area in chaperoned groups
- group leader will distribute the 7 day MetroCard passes
- 11:00am - meet your local guide(s) from Beyond Times Square in your hotel lobby and depart for your 4hr guided Subway 101 Tour of Manhattan
- explore New York City's highlights with views of the Statue of Liberty, Battery park, Greenwich Village, Central Park and much more

- lunch at own expense
- 3:00pm - tour ends at your hotel; collect your room keys and luggage from the front desk
- 4:15pm - meet in the lobby
- 4:30pm - depart for Ellen's Stardust Diner
- 5:00pm - upon arrival, check-in for your reservation

Page

Day 2 – Saturday (continued...)

- 5:15pm - group dinner – you will enter this retro 1950s theme diner filled with nostalgic memorabilia. This unique diner features singing waitresses, feel free to join in!
- 6:45pm - after dinner, walk in chaperoned groups for TKTS traffic island (Duffy Square)
- 7:15pm - call Group Photos and he will meet you at the TKTS traffic island
- 7:30pm - meet as a group for your group photo, he is the official Macy's Parade photographer; group photo in Times Square (sun is schedule to set at 7:41pm)
enjoy the evening in chaperoned groups exploring Times Square
- Time Square – its animated, digital advertisements help create an incredibly exciting vibe contributing to times Square popularity (it is the only neighbourhood that actually requires building owners to display illuminated signs!!). Times Square is also home or adjacent to many of the Broadway theatres and cinemas. It is one of those places that make New York a city that never sleeps – as many as one thousand people in an hour cross the pedestrian island that runs between 45th and 46th Street where Broadway and 7th Avenue intersect
- when directed by your group leader, return to your hotel in chaperoned groups
- retire to your rooms for the evening; lights out

Day 3 – Sunday

B/L/D

- deluxe continental breakfast at your hotel (served: 7:00am – 10:30am)
- meet I the hotel lobby, and walk in chaperoned groups to the restaurant
- on arrival, check-in for your reservation (it is recommended to arrive at 10am to get decent seats)
- Gospel Brunch begins - enjoy! (or similar)
- after brunch, enjoy exploring the local area in chaperoned groups
- meet as a group at the Jazz Club; check-in for your reservation
- group dinner
- show begins – have fun! (running time: 1hr set)
- after the show, return to your hotel in chaperoned groups
- upon arrival, retire to your rooms for the evening; lights out

Day 4 – Monday

B/D

- deluxe continental breakfast at your hotel (served: 6:30am – 10:00am)
- after breakfast, depart for Radio City Music Hall
- 9:45am - upon arrival, check-in for reservation
- 10:00am - 60min guided tour begins
- final tour concludes; enjoy time at Rockefeller Center and take a self-guided tour of the complex which showcases some of America's finest architecture and art – highlights include majestic statues of *Prometheus and Atlas*, beautiful *Channel Gardens*, and more
- purchase lunch in chaperone groups (own expense)
- 1:30pm - meet as a group at the Top of the Rock and check-in for your reservation

- **Top of the Rock** - take the elevators known as Summit Shuttles to the top for a great view (the only public building in Manhattan that offers an unobstructed view of Central Park). The 67th and 69th floors include outdoor terraces which feature fully transparent, safety glass. The 70th floor, the uppermost level, provides a completely open air, unobstructed 360-degree view of New York City and beyond
- 2:00pm - **self-guided visit of the Observation Deck**
- 3:00pm - visit concludes; depart in chaperoned groups for **Central Park** for **self-guided visit**
- **Central Park** – this world famous urban park covers 843 acres, which is 6% of Manhattan. The Park stretches from Central Park South (59th St.) to 110th St. at the northern end and from 5th Ave. on the East Side to Central Park West (8th Ave.) on the West Side. Visit Strawberry Fields (a memorial for John Lennon), and Belvedere Castle
- meet as a group at the restaurant, and check-in for your reservation
- **group dinner**
- dinner concludes; walk in chaperoned groups to the Theatre
- on arrival, the group leader will pick up tickets at the Box Office and distribute; locate seats
- Broadway show begins - enjoy! (running time: TBA)**

Day 4 Monday (continued...)

- after the show, return to your hotel in chaperoned groups, unless otherwise arranged by your group leader and/or chaperones
- upon arrival, retire to your rooms for the evening; lights out

Day 5 – Tuesday

B/D

- **deluxe continental breakfast** at your hotel (served: 6:30am – 10:00am)
- 8:45am - meet in the hotel lobby, and locate your guide
- 9:00am - board 1x 54 passenger motorcoach and depart for Harlem
- enjoy a **guided tour of Harlem**, including entry to the **National Jazz Museum of Harlem**
- please note that each coach/bus group will likely be on a different schedule today, as the entire group cannot all fit into the museum at one time
- **Harlem** - almost a city unto itself, Harlem is one of the most famous neighborhoods in the world. Founded by the Dutch in 1658, Harlem was once farmland and the first U.S. home of hundreds of thousands of European immigrants. The center of New York City's African American culture, Harlem is a diverse neighborhood with a vibrant and influential history.
- **Jazz & Other Giants** - outside of its native New Orleans, no community has nurtured jazz more than Harlem. Many greats like John Coltrane and Billie Holiday had their unique sounds reverberate through Harlem's fabled streets. Students will attend a live jazz performance, discussion and Q&A at the National Jazz Museum of Harlem before embarking on a historical tour of Harlem. The tour will infuse students with knowledge on jazz greats
- 12:00pm - entry to National Jazz Museum for a **self-guided visit**
- **National Jazz Museum** in Harlem is New York City's museum is dedicated to preserve, promote, and present jazz by inspiring knowledge, appreciation and celebration of jazz locally, nationally and internationally. Enjoy a multimedia presentation "Born in Harlem." and explore the rich cultural and musical history of Harlem, listen to classic recordings, watch historic videos. and conclude with a look at jazz in Harlem today
- enjoy lunch (own expense) as directed by your guide
- 3:00pm - tour concludes at your hotel; say goodbye to your driver and guide
- afternoon at leisure exploring **Macy's and/or Fifth Avenue** in chaperoned groups

- if you're a fashion-focused NYC Tourist, shopping at the New York stores on Fifth Avenue is a definite must during your stay in the Big Apple. NY shopping is an entirely different experience than shopping in another city, especially along this historical road. Located in the center of Manhattan, the best Fifth Avenue shopping takes place between 39th and 60th Street at NYC flagship stores. Whether you are searching for the latest fashions, NY souvenirs, or useful housewares, New York outlets on Fifth Ave caters to everyone
- meet as a group at restaurant, and check-in for your reservation
- group dinner
- dinner concludes; depart for the Lincoln Center
- on arrival, proceed to the David Geffen Hall; the group leader will go to the Box Office through the main doors to collect the tickets
- after tickets are collected and distributed, if time permits, enjoy walking through the lobby to view the architecture of the hall in chaperoned groups
- New York Philharmonic concert begins - enjoy! (TBA)
- after the show, return to your hotel in chaperoned groups, unless otherwise arranged by your group leader and/or chaperones
- upon arrival, retire to your rooms for the evening; lights out

Day 6 – Wednesday

B

- deluxe continental breakfast at your hotel (served: 6:30am – 10:00am) -
- day at leisure; areas suggested to explore (in chaperoned groups):
- Grand Central Terminal - beaux arts architecture, built in 1913, Grand Central has just completed extensive renovations. From outside, note the ornamental clock; inside, look up 12 stories to the vibrant blue ceiling, on which the stars of the zodiac are traced in 24-karat gold
- Greenwich Village - where NY's best-known writers and artists have lived and worked - check out the "quirky" architecture and the city's narrowest house

Day 6 Wednesday (continued...)

- New York Public Library in Bryant Park adjacent to Bryant Park and designed by Carrère & Hastings (1911), is one of the country's finest examples of Beaux Arts architecture, a majestic structure of white Vermont marble with Corinthian columns and allegorical statues: note the 2 famous guardian lions before climbing the steps to the entrance
- The High Line - the High Line is a public park built on a historic freight rail line 1.45-mile-long elevated above the streets on Manhattan's West Side, running from Gansevoort Street to West 34th Street. The High Line runs through three of Manhattan's most dynamic neighborhoods: the Meatpacking District, West Chelsea, and Hell's Kitchen/Clinton. When the High Line was built in the 1930s, these neighborhoods were dominated by industrial and transportation uses. Now many of the warehouses and factories have been converted to art galleries, design studios, retailers
- Staten Island Ferry, Whitehall Terminal; enjoy an crossing to view the Statue of Liberty and NYC skyline - the first business venture of Staten Islander Cornelius Vanderbilt, the ferry has operated since 1810 carrying commuters to and from the city and offering visitors an unforgettable view of an incredible skyline; disembark and re-board the next ferry at St. George Terminal bound for Manhattan and arrive back at Whitehall Terminal
- National September 11 Memorial (also known as the 9/11 Memorial) open until 9pm - is located at the World Trade Center site, on the former location of the Twin Towers, which were destroyed during the attacks. The names of every person who died in the terrorist attacks of February 26, 1993 and September 11, 2001 are inscribed in bronze around the twin memorial pools. View the exhibits, and installations which highlight the impact of the 102 minutes beginning at 8:46 a.m., when hijacked Flight 11 was crashed into the North Tower and its eventual collapse at 10:28 a.m. Between those events, hijacked Flight 175 struck the South Tower at 9:03 a.m., the Pentagon was struck by hijacked Flight 77 at 9:37 a.m., the South Tower collapsed at 9:59 a.m., and hijacked Flight 93 crashed in Somerset County, Pennsylvania at 10:03 a.m. The artifacts also speak to the role and sacrifices of first responders on 9/11
- when directed by your group leader, meet at Joe's Pub (as pre-arranged by your group leader) / 425 Lafayette St (bet. E. 4th St & Astor Pl) / closest metro stop: West Side: Take the R or W train to the 8th Street Station / East Side: Take the #6 train to Astor Place Station
- meet as a group at the restaurant, and check-in for your reservation
- group dinner
- dinner concludes; walk in chaperoned groups to the Theatre
- on arrival, the group leader will pick up tickets at the Box Office and distribute; locate seats
- Broadway show begins - enjoy! (running time: TBA)
- after the show, depart as a group for the Jazz Club - meet; check-in for your reservation
- Jazz set begins - enjoy!
- set concludes; depart for your hotel in chaperoned groups
- upon arrival, retire to your rooms for the evening; lights out

Day 7 – Thursday

B/M

- deluxe continental breakfast at your hotel (served: 6:30am – 10:00am)
- 8:15am - group leader to check-out the group; ensure any incidentals have been paid and store your luggage for the day
- 8:45am - meet as a group in the lobby
- 9:00am - take the metro in chaperoned groups to the Lincoln Center
- 9:30am - on arrival, meet as a group at Charles B. Benenson Grove (if raining/snowing, meet under awning of David Geffen Hall); group leader to check-in for your reservation at the Tour Desk in the David Rubenstein Atrium (name lists for each group required on arrival; group must be split into smaller groups including chaperones)
- proceed as directed
- 10:00am - 75min guided tour begins for all 3 groups – have fun!

- guided tour of the Lincoln Center - this center was built on 15 acres in the 1950's transforming slums into a giant cultural complex, the Lincoln Center houses the NY City Opera and Ballet, the NY City Philharmonic, NY State Theatre, Avery Fisher & Alice Tully halls, Metropolitan Opera House and the Juilliard School

Day 7 Thursday (continued...)

- 11:15am - after your tour, enjoy lunch (own expense) and the rest of your day exploring local sites:
 - Historic Orchard Street District on the Lower East Side, where you can purchase lunch at one of the many deli's or restaurants – suggest trying Katz's Deli – NY largest and oldest (since 1888) – “Where Harry Met Sally”
 - explore the Streets of Chinatown (closest Metro stop: Canal Street Station); whether characterized by their stores and restaurants or their unique size and shape, the streets of Chinatown provide a fascinating cultural experience. Often overlooked, Chinatown is the site of a rich history that not only tells the story of the Chinese-American experience, but also that of early Irish, Jewish and Italian immigrants. Today, remnants of the neighborhood's European-American ancestry stand side-by-side with more recent Asian-inspired landmarks
 - the Brooklyn Bridge (closest Metro stop: Fulton Street Station) connects two great New York City boroughs: Manhattan and Brooklyn. You can walk it, drive it, bike it, or just admire it. One way or the other, the Brooklyn Bridge soaring over the East River is one of New York City's most famous routes, both for tourists and born-and-bred New Yorkers
- 5:00pm - meet as a group at your hotel and collect your luggage
- 5:30pm - meet your 1x 54 passenger motorcoach and load your luggage
- 6:00pm - transfer to the John F. Kennedy International Airport - Terminal 8
- 7:00pm - check-in at Cathay Pacific for your evening flight to Vancouver, BC
 - groups to arrive at airport at least 3hrs prior to departure
 - in chaperoned groups proceed through security (have your passport and the boarding pass ready)
 - once through security, in chaperoned groups proceed to the appropriate gate
- 9:50pm - scheduled departure of flight # CX889 (flying time is 6hrs)
 - meal served in flight
 - *remember to turn your watches to local time of destination*

Day 8 – Friday

- 12:50am - scheduled arrival at Vancouver International Airport – Main Terminal, International Arrivals
 - go through Passport Control, collect your luggage, go through Customs into the Arrival Hall
 - head out the Exit doors and turn left; have a chaperone go to the white phone located on the wall to reach dispatch to call your coach down
- 2:00am - load your 1x 56 passenger motorcoach and depart for Kelowna, BC
- 8:00am - arrive at Kelowna Secondary School
 - Welcome Home!
 - *transportation from the school is the responsibility of the group*

**B - Breakfast / pB – Packed Breakfast / L – Lunch / pL – Packed Lunch / D - Dinner / M
– Airline Meal / S – Snack - denote meals included in tour cost**

Please advise your group leader in advance of any allergy and/or dietary restriction, so that we can advise our suppliers of the request. Not every location may be able to accommodate allergy and/or meal requirements for unique circumstances.

Itinerary is tentative and subject to final confirmation