

WHS GAPP:

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WHS GERMAN/AMERICAN PARTNERSHIP PROGRAM (GAPP):

HANDBOOK & MISSION STATEMENT

Mission

Educational Value

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Code of Ethics

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Policies for Earning 1/4 Credit

GERMAN/AMERICAN PARTNERSHIP PROGRAM: Purpose, Mission, Value, Goals

WHS GAPP EXISTS ...

- To promote the German language and improve existing German language and competency skills
- To broaden the knowledge and understanding of the German way of life for students
- To share in intercultural activities both at WHS and at St. Katarinen's in Oppenheim, Germany
- To promote German language studies at WHS
- To establish long-lasting interests in Germany and its culture, and to peak interest in other cultures
- To intensify and sustain the relationship between Germany and the US

WHS GAPP MISSION IS TO...

- Promote learning outside the classroom.
- Develop young people into life-long learners.
- Develop young people into considerate, open-minded citizens.
- Provide students with the opportunity to see sites in their own country as well as from another country and to interact and learn about the German people and their culture at the same time.
- Integrate students into the everyday life of host families and into the classroom activities of host schools (both in the US as well as in Germany).

EDUCATIONAL VALUE TO WILMOT UNION HIGH SCHOOL

The GAP-Program at WHS provides students with so many opportunities to grow as people. The students learn a language and get the chance to live in the culture and use their knowledge. Hosting students from Germany and living with German families provides students the chance to think about others beyond themselves and learn first hand how to care about other human beings, therefore changing them into good citizens globally as well as in their own hometown and school environment. Students in the program are open, caring individuals who are exceptional in their work habits and in their communities.

GOALS:

- To have 15-25 students participate in the Exchange.
- To provide a pleasant, educational, and interesting experience for the students from Germany, by showing them our home life and showing them American culture.
- To experience a pleasant, educational, and interesting experience while in Germany, by learning about and appreciating the family and school dynamics of another culture.
- To have an educational and safe experience

WHS GAPP CODE OF ETHICS

- WHS will ensure equal opportunity to all students without regard to gender, race, religious creed, color, national origin, ancestry or economic capability.
- Both the participant and WHS will emphasize the ideals of education, cross-cultural living, and good citizenship.
- The participant will abide by all school rules, both at WHS and at St. Katharinen's
- The participant will show courtesy to all involved in GAPP which includes students and teachers both while at WHS and in Oppenheim.
- The participant will be polite, courteous, and respectful to the host family as well as all the people he/she meets while participating in the exchange.

WHS GAPP RULES AND REGULATIONS

GAPP participants are chosen because of their enrollment in the German program at WHS, and because they display an attitude of hard work and commitment as WHS students. GAPP participants are dedicated to being good hosts and citizens while the German students are in their care, and will be responsible, respectable and work to form good relationships while staying at their German partner family's home. They will be ambassadors for WHS while they are on European soil. They need to conduct themselves with discipline throughout the entire program. Adherence to the GAPP Rules and Regulations is vital to being a participant and to earning credit for their experience.

It is recognized that these rules and regulations are necessary to maintain structure for the entire term of participants to promote safety and commitment within the team.

Participation in GAPP is voluntary, not mandatory. It is a privilege, not a right, and may be revoked by the school personnel when a participant violated the rules and regulations.

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SELECTION PROCESS

If there are more applicants than available positions then a selection process will be used. The Frau's will have the final say and input towards the decision.

Criteria

1. All applications must be turned in by the assigned date.
2. Grades
3. Teacher recommendations
4. Freshmen and sophomores will receive priority.
5. Involvement inside and outside of school

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ELIGIBILITY:

In order to even be considered for the GAP-Program, and to maintain status in the program, a few basic guidelines must be met.

- Each GAPP student must be enrolled in the German program the entire time they are involved in GAPP.
- Students may sign up to be a participant when they are in the 9th grade, but must be 10th-11th graders to host a student or travel to Germany.
- 12th graders may participate in the program with special permission from their German teacher. However, graduated seniors must have the understanding that they are under the same regulations as non-graduated student, and their punishments will include withholding of their records and transcripts upon violations of the rules or regulations. Each case of a graduated senior will be handled separately.
- Students must adhere to all rules and guidelines of the code of conduct as written in both your GAPP and Wilmot Union High School Handbook.
- All meetings and assignments are mandatory.
- All proper paperwork & homework (passport copies, extra passport pictures, field trip permission slips, projects, etc.) must be completed & turned in on time.

Consequences: In the event that a member does not have the appropriate paperwork, has commitment problems, or misses mandatory events, disciplinary actions will be taken. 1st offense is a conference with the student and a warning letter home to the parents, 2nd offense is removal from the program.

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GRADES

Good grades and class performance are requirements to remain in the program. Remember this is a school exchange therefore positive school behavior is a must.

- Members must maintain good attendance, class performance and positive teacher recommendations.
- Good class performance means students must carry a G.P.A. of 1.67 or higher with no failing grades or G.P.A. of 2.0 or higher and only one failing grade. Plus, they must maintain a C- or better in their German class.

Consequences: If at any time the grades are below the requirements, then a letter will be sent home notifying the student and family of our policy. The Chaperones and the WHS have the right to remove the participant if at any time the student does not have good attendance, class performance, and positive teacher recommendations there will be no warnings. The student will be removed from the program.

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CONDUCT

Participating in the GAP-Program means becoming an ambassador for WHS and the United States with the German students during their visit and during our stay in Germany. There must be a constant commitment to respect, courtesy, and good behavior during the entire time participants are a part of the GAP-Program.

- Participants must not use foul language in or out of school, especially around students, faculty, or family members from Germany or WHS.
- Excessive public displays of affection are never considered appropriate.
- Proper appearance is required at all times, with clothing appropriate to the occasion.
- Members must cooperate with all faculty members and school administrators at WHS and in Germany.
- Participants must display proper behavior in class, including being on time, not skipping or cheating.
- Participants must respect and obey their family and host family, offering to help with chores or other household tasks, keeping the area clean, and following rules at all times.
- Participants must be a positive and respectful classmate in each class or activity we participate in.
- Respect and obeying the coordinating and chaperoning teachers throughout the entire trip is VITAL: arriving on time, following the rules, working with them whenever requested.

Consequences: In the event that any of these rules are challenged or broken, disciplinary actions will be taken which is dependent on the severity of the offence. Usually, 1st offense is a warning & and possible “House Arrest”, where the student will spend the remainder of the trip in the presence of the advisor or the program, 2nd offense is removal from the program.

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MEETINGS

All meetings are family meetings and are set up so that the participants and the parents/guardians can be made completely aware of the events coming up, and what to expect regarding finances, fund-raisers, paperwork, scheduling, etc. It is always recommended that all parents/guardians, and students be in attendance so the information gets to everyone involved. The information in the meetings is required to be known by all participants and their families, so that proper communication can be achieved.

- Each meeting must have at least one family member present (may include the participant)
- If no one from the entire participant’s family can be at the meeting, prior notice is required.
- It is then required that any family that was missing talk directly to the advisor to get what was discussed at the meeting.

Consequences: In the event that a meeting is missed and the procedures from above are not followed, disciplinary action will be taken. 1st offense is a warning, 2nd offense is a parent conference where administration may be present, 3rd offense is removal from the program.

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GAPP FINANCES:

Each GAPP Exchange will have its own cost, which includes the trip to Germany, and the field trips and the events while the German students are at WHS. The money for the trip will be expected to be paid in increments or in full before May of the summer of the trip. The Fund-raising committee will be responsible for providing help to students who will have trouble affording the trip.

- Each GAP-Program will cost around \$2500.
- Students will pay for the trip in increments (the payments will be about \$200-\$300 a time), which will get closer together as the trip approaches. The last payment must be in by May before the summer of the trip.
- All payments must be made on time or have a valid, written excuse as to why it is late and when it will be paid.
- All students participating in a fund-raiser that was purchased in advance by the Advisor (candy, catalog items, cookbooks, etc.) needs to pay for the items before they will be allowed to sell anything.
- A student may participate in as many fundraisers he/she would like. Participation in fundraisers is suggested not mandatory.
- If a student chooses to withdraw from the program early they will be reimbursed for everything but their \$100 deposit, and the money already spent on field trips, and any fundraising money.
- If a student chooses not to participate in a given field trip for any reason they will not be reimbursed that money.

Consequences: In the event that all the money is not paid by the May before the trip either the participant will be asked not to participate or the money owed will become school fees, and will prevent them from participating in school activities until the amount is paid in full. Any money students fail to pay from sales of items will be added to the money they owe for the trip and will be required to also pay that in full.

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DRUGS, ALCOHOL, TOBACCO PRODUCTS, and OTHER POLICIES

The GAP-Program is a zero-tolerance program. There will be no alcohol, drugs, or tobacco use of any kind. There will be no second chances or 1st and 2nd offenses. The violations of this policy will have harsh effects, and the code of WHS will be followed, as what as what is laid out in the handbook.

- It is not permitted to consume, carry or distribute alcoholic beverages.
- It is not permitted to bring, carry, or use any tobacco products during our stay.
- It is not permitted to have ANYTHING whatsoever to do with drugs of any kind (no carrying, buying using, etc.) during our stay.
- Students caught in the presence of alcohol (at a party, someone’s home, hotel room), will be subject to the same punishments as if they had been caught with in procession of the contraband.

Consequences: The consequences for alcohol, drug, or tobacco use or possession will result in being sent home immediately at the family’s expense, without refunding the money the student/family paid for the trip. In the event that it is not possible to be sent home, the student will be placed under “House Arrest” and will spend the remainder of their trip in the presence of the advisor of the program. Upon the beginning of the new school year, the student will then be placed under the code of WHS, which will include punishments such as out of school suspension, participating in the special drug/alcohol program at the school, and community service. This could also include possible discussions of expulsion.

IMPORTANT NOTE: The GAP-Program participants are under the laws and jurisdiction of the United States and Wilmot Union High School. They are also under the law of Germany and St. Katarinen’s in Oppenheim, Germany. Therefore, students may not participate in anything that would be considered illegal here or in Germany for teenagers. The students may not drink, just because the age limit in Germany is 16, they are also not allowed to drive in Germany, just because they have their US license. This could result in horrible accidents and legal issues. Students must be on their best behavior throughout their time in GAPP.

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FAMILY STAY

An important part of this program is staying with a host family. The easiest way to avoid any conflict while with your partner is to have open communication. If you are having any issues at all talk to your partner about it first after that if problems consist please bring the issues to the chaperones.

Germans in Wilmot

- While your German partner is at your home you are expected to be respectful to your partner.
- You do not have to change your routine or your daily activities. If you are in a sport or activity, you may take your German with you to the games or practices or you may ask another person hosting a student if your German partner may go with them. The same is when you have homework to do.
- Please remember that breakfast is an important meal in Germany. Please allow time for your German partner to eat breakfast.
- You may get together with groups of other Wilmot students hosting Germans and do things together, but it is not a requirement.

Wilmot students in Germany

- While you are staying with your German host family you are expected to be respectful of you host parents, partner, and siblings.
- Things may be run differently in a German household than what you are use to. It is your job to adjust to these changes as best you can. Not all families are exactly like yours and part of the exchange is to experience this.
- You will spend plenty of time with the other Wilmot students at school and on field trips. Do not expect to spend additional time with them every evening. You family may want to do things with you separately or your partner may want to take you out with his/her friends.

EARNING CREDIT:

GAPP earns the German student .25 credits. That means the student must fulfill some requirements before, during, and after the program.

- Attending regular preparatory meetings before the trip
- Preparing and presenting a 5-10 minute presentation for the German students
- Being a part of a host family for the entire stay in Germany
- Writing a periodic entry in a travel journal during our stay
- Completing the observation questions during our stay
- Attending school, homeroom, and all events planned both in Germany and at Wilmot.