

NUMBER:	PS 430
EFFECTIVE:	04/10/2001
REVISION:	11/09/2011
PAGES:	2

Statement of.....

Policy and Responsibility

SUBJECT: OVERNIGHT EXCURSIONS

It is the policy of the board to permit student overnight/extended trips or activities, subject to the following criteria.

I. Criteria

- a. The overnight/extended trip activity shall have a specific educational purpose which has a strong connection with the curriculum and which the anticipated educational benefits warrant the required expenditures;
- b. Comparable experiences are not available at the local school or within the local area;
- c. The overnight/extended trip does not result in the absence of any student for more than two consecutive school days per trip (trips which may require more than two consecutive school days due to extenuating circumstances may be presented to the board for approval);
- d. Penalties may not be imposed for non-participation if a student chooses not to participate in the activity, for any reason;
- e. Students granted permission to participate in approved overnight/extended trips, during the school year, will receive credit for attendance as if they were in class. However, students are responsible for making up missed work;
- f. There shall be one adult chaperon per every 10 students participating in the activity. In addition, in overnight/extend trip activities which involve groups of mixed gender, the chaperons will be of mixed gender;
- g. Overnight/extended trips shall be limited to the continental U.S.A.; and
- h. Post high school overnight/extended trips are prohibited unless specifically approved by the board.
- i. Parents must be informed and give written consent for students to participate in the overnight/extended trip activity.

II. Approval of Overnight/Extended Trips

- a. Teachers/coaches will complete the "Request for Overnight/Extended Trip" form and submit to the principal.
- b. The high school administration will review the "Requests for Overnight/Extended Trip" and submit its recommendation to the Assistant Superintendent of Curriculum and Instruction.
- c. The district curriculum team will review the high school's recommendations for overnight/extended trips and present their recommendations to the board.
- d. The board will give its final approval/disapproval of all overnight/extended trips.

- e. A parent meeting is required when the cost of the trip exceeds \$300. At the parent meeting an anonymous vote is taken in which 80% of the parents of students who will participate must choose and approve of the overnight/extended trip. Parents must have the option of at least two locations. The purpose of multiple locations is to provide options with varying costs. The results of the vote are forwarded for final board approval (including destination and estimated cost).

III. Other

Overnight/extended trips are prohibited for elementary and jr. high school students unless they are a member of a high school team. Under special circumstances, overnight/extended trips for elementary or jr. high school students will be considered by the board.