

Student Travel (Senior Trips)

The following guidelines will apply to senior trips:

1. Preliminary plans must be submitted to the building principal prior to the January Board meeting. These plans should include:
 - a. Destination
 - b. Costs
 - c. Dates
 - d. Sponsorship
 - e. Transportation requirements

2. Formal presentation will be given to the Board at the February meeting. The presentation must include:
 - a. A detailed cost schedule of the proposed trip
 - b. The current balance in the senior class treasury
 - c. A complete itinerary of events including destination, planned events for each day and any other information that would be considered pertinent in the administration recommendation and the Board's decision to grant approval of the trip.
 - d. A description of the kind of transportation being used and any expectation of use of district vehicles.
 - e. A listing of sponsorship for the trip. One staff member must attend along with an adequate number of other adults. Male sponsors and female sponsors are required if both male and female students go on the trip.
 - f. The trip will be taken during the week between winter and spring sports. Any exceptions must be Board approved.
 - h. No more than 3 nights for the Senior Trip will be allowed.

In the event the preliminary plans are negated by the Board at the January meeting, a new plan will be submitted for Board action in February.

It is further understood that parental consent forms will be completed in accordance with district regulations governing all field trips.

Current Practice Codified: May 1997

Adopted: Date of Manual Revision

Revised: June 2005

Revised: October 2010

Revised: May 2016

Revised: October 2016