

POLICY

Board of Education

Bernards Township

File Code: 2340

DISTRICT SPONSORED TRAVEL-STUDY TRIPS

A travel-study trip is defined as a district sponsored activity that combines an instructional or educational experience and travel for an extended period of time on this continent or abroad. Participating students may be from different grade levels or classes. Before planning or approving participation in trips, staff and parents should consider balancing the importance of classroom instruction with alternative educational opportunities if travel-study trips are scheduled on school days. Participation is voluntary and such trips are not funded through the annual school budget, nor subsidized in any way. Any student selected for participation accepts the invitation with full knowledge of the financial responsibility. All trips of this nature are subject to approval by the Board of Education.

Plans for district sponsored overnight trips are cooperatively developed by the administration and the staff and must be approved by the Superintendent prior to submission to the Board of Education for approval. If the Superintendent approves the plan, the staff will prepare a detailed written proposal according to the guidelines established in the Procedures for Policy 2340. The objectives for the trip must be specifically related to the district's goals and instructional program.

Proposals for district-sponsored trips to foreign countries must be submitted to the Board of Education by the Superintendent at least five months prior to the date of the trip.

All school and district policies regarding student behavior are applicable during district sponsored travel-study trips.

ADOPTED: March 24, 2003