## **Students**

## **Senior Trip**

District endorsed trips planned and funded by a graduating senior class will be considered on a case-by-case basis. Before any trip proposal may be brought before the Board for consideration, the proposal must be reviewed by the certificated Class Sponsor, the Principal, and the Superintendent.

The initial trip proposal should be submitted to the certificated Class Sponsor and High School Principal by the end of the Junior year for the class planning the senior trip. The trip proposal will be submitted to the Superintendent at least five (5) days prior to the Board of Education meeting that it will be considered. If all above stated requirements are met, the request will be placed on the agenda for board action. Upon the senior trip proposal being presented to the Board, the Administration will make its recommendation.

NOTE: Failure to follow the above recommended timeline does not negate the opportunity for the Board to approve a Senior Trip at a later date.

Criteria utilized in the decision to approve a trip proposal will include, but not be limited to:

- 1. educational value of the trip.
- 2. duration (one day/over night).
- 3. number of school days missed.
- 4. distance.
- 5. chaperone involvement.
- 6. cost.
- 7. number of students participating.
- 8. comprehensive planning.
- 9. liability coverage.
- 10. time of year.

ADOPTED: 5/8/95 REVISED: 11/14/05

> 12/8/08 6/9/14