

The Board of Education discourages all foreign trips and excursions. If a group is invited to an event outside the United States, as a school representative, Board approval is required. However, any member of the staff who feels that a foreign trip or excursion is curriculum related and would be beneficial to his/her students, s/he must seek Superintendent and School Board approval prior to any preplanning with students or parents.

Final plans must also be approved by both the Superintendent and the School Board.

To be approved, the following items must be completed:

- ◆ Transportation
- ◆ Customs Requirements
- ◆ Insurance

Any staff member who wishes to organize a foreign trip which has not been approved by the Superintendent and the School Board as a school event, must schedule the trip during a school recess period. It must be made clear to the pupils and parents that the trip is a private endeavor and that the School District has no responsibility for the monetary or safety aspects of the trip, or any other matters associated with such a trip.