

# POLICY

## BOARD OF EDUCATION OF MONTGOMERY COUNTY

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**Related Entries:** IPB, IPD-RA, JNA  
**Responsible Office:** Office of School Performance

### **Travel Study Programs, Field Trips and Student Organization Trips**

#### **A. PURPOSE**

Classroom instruction is the foundation of the educational process, and maximizing instructional time is a primary goal of the Board of Education. The Board supports the use of carefully planned field trips, travel study programs, and student organization trips that are directly related to the instructional program or provide extended enrichment opportunities related to a school-sponsored organization. Trips should enhance and supplement the instructional program and support other Board policies

#### **B. ISSUE**

The overall success of any trip is dependent upon cooperative planning, a coordinated effort, and clearly identified objectives.

#### **C. POSITION**

1. Students' grades or eligibility to participate in other activities shall not be adversely affected based on participation in school-sponsored trips.
2. Students' participation in trips is voluntary, and students may not be penalized based on nonparticipation.
3. No student may be denied participation in a school-sponsored field trip or overnight trip that directly relates to the instructional program due to financial circumstances.
4. Trips commemorating articulation or promotion, utilized to motivate and reward students, are permitted only upon approval of the appropriate community superintendent.

5. The community superintendents will review this policy and accompanying administrative regulations with the principals on an annual basis.
6. The superintendent will issue a regulation implementing this policy. The regulation will address, among other matters, when circumstances compel the cancellation of trips by the superintendent or his/her designee for reasons such as safety or security.

**D. DESIRED OUTCOMES**

To have carefully designed travel study programs, field trips, and student organization trips that are directly related to the instructional program or provide extended enrichment opportunities related to a school-sponsored organization.

**E. REVIEW AND REPORTING**

This policy will be reviewed in accordance with the Board of Education's policy review process.

*Policy History:* Resolution No. 684-78, September 25, 1978, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution 458-86, August 12, 1986; Amended by Resolution No. 26-04, January 13, 2004.