

# Policy Guide



Policy No. 260

Section PUPILS

Title COMPETITIVE/NON-COMPETITIVE EVENTS AND TRIPS

Adopted AUGUST 20, 2019

Revised \_\_\_\_\_

<p><b>Section 1</b></p>	<p style="text-align: center;"><b>POLICY NO. 260 COMPETITIVE/NON-COMPETITIVE EVENTS AND TRIPS</b></p> <p style="text-align: center;"><b>THIS POLICY SHALL SUPERSEDE POLICIES 230 AND 231.</b></p> <p><b><u>Purpose</u></b></p> <p>The Board recognizes the value of students sharing their talents and skills through participation in performances and activities outside the academic school day and/or school community. The Board also recognizes the value of students’ participation in school sponsored events and trips, which are to enhance and enrich their school experiences.</p> <p>The Board adopts this policy to outline the guidelines and procedures for school sponsored competitive/non-competitive events and trips and to outline the District resources that shall be allocated to defray the cost for students attending these events.</p>	
<p><b>Section 2</b></p>	<p><b><u>Authority</u></b></p> <p>The Board shall approve any trips that are planned to keep students out of the District overnight or longer and/or trips that require District funds.</p> <p>Students on trips remain under the supervision and responsibility of the Board and are subject to its rules and regulations.</p> <p>The Board does not endorse, support, or assume responsibility in any way for any district staff member who takes students on trips not approved by the Board or Superintendent. No staff member may solicit district students for such trips within the</p>	

<p><b>Section 3</b></p>	<p style="text-align: center;"><b>POLICY NO. 260 COMPETITIVE/NON-COMPETITIVE EVENTS AND TRIPS</b></p> <p>district facilities or on district grounds without Board permission.</p> <p><b><u>Definitions</u></b></p> <p>For purposes of this policy, a competitive/non-competitive event or trip shall be considered <b>school sponsored</b> when:</p> <ol style="list-style-type: none"> <li>1. It takes place during the academic school year.</li> <li>2. It is sponsored by a District recognized organization and operates under the direction of the District.</li> <li>3. It benefits a group (club, class, grade level, team) as opposed to individuals, and is planned through and for such group, as opposed to being formed for the purpose of taking a trip or participating in an event. Thus, the group cannot be formed for the sole purpose of making the trip or event possible.</li> <li>4. Includes athletic teams sanctioned by the Pennsylvania Interscholastic Athletic Association (P.I.A.A.)</li> <li>5. Does not fall under the definition of a Curricular Field Trip as outlined in Board policy 121.</li> </ol> <p>A <b>Level 0 Event</b> is an event that a student, team, or group does not have to place/qualify in order to attend, the group does not compete at, or whose competition is not required in order to qualify for a Level II event. This is generally a local or regional event, but may be statewide or national. This does not include any sanctioned P.I.A.A. regular season events, but includes optional non-P.I.A.A. athletic events such as invitationals.</p> <p>A <b>Level I Event</b> is an event that a student, team, or group does not have to place/qualify in order to attend, but consists of a competition whose winners may qualify to attend Level II events. This is generally a local or regional event, but may be statewide or national. This includes all sanctioned P.I.A.A. regular season events.</p>	<p>Pol. 121</p>
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<p><b>Section 4</b></p>	<p style="text-align: center;"><b>POLICY NO. 260</b>  <b>COMPETITIVE/NON-COMPETITIVE EVENTS AND TRIPS</b></p> <p>A <b>Level II Event</b> is an event that a student, team, or group must qualify in order to attend, usually by competing in a Level I event prior to this event.</p> <p>A <b>Level III Event</b> is an event that a student, team, or group must qualify in order to attend, by competing in a Level II event prior to this event.</p> <p>A <b>chaperone</b> is a coach, sponsor, and/or any adult eighteen (18) years of age or older with proper clearances.</p>	
	<p><b><u>Guidelines</u></b></p> <p>As voluntary participants in school events and trips, students shall be held responsible for compliance with District policies and the Student Code of Conduct. Infractions of those policies or rules will be subject to the same disciplinary measures applied during the regular school program.</p> <p>Participation in school/athletic events is not a right and may be denied to any student who has demonstrated disregard for the policies and rules of the District.</p> <p>Trips are to be planned for weekends, holidays, calendar breaks or summer vacations where possible.</p> <p>If an event or trip requires students to miss classroom time, preferably no more than two school days, the student has sole responsibility to contact his or her teachers and complete all assignments in a timely fashion, in accordance with applicable policies and procedures. Assignments given prior to a scheduled trip will be due on the due date or the date the student comes back to school. Students shall be given a day extension per day out on assignments given during their trip.</p> <p>No student shall be compelled to participate in an event or trip that requires the student to miss class time, nor will any student be penalized in any way for failure to do so.</p> <p>No student, group of students, or district employee may receive compensation for participation in any event or trip.</p>	<p>Pol. 218</p>

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Use of District Funds

The maximum District funds requested per student for the purposes of transportation, lodging, meals, and registration fees are as follows:

- Level 0 – \$0
- Level I – \$50 – For non-P.I.A.A. groups, the maximum amount allocated is to be used for registration fees only. The District shall ONLY cover transportation expenses for sanctioned regular schedule P.I.A.A. events.
- Level II – \$250 – Funds allocated shall be used in accordance with District travel expense policy.
- Level III – \$500 – Funds allocated shall be used in accordance with District travel expense policy.

For Level II and Level III events, lodging expenses will only be covered if distance is greater than one-hundred (100) miles. Food expenses will only be covered if distance is greater than fifty (50) miles.

Exceptions may be granted by the Superintendent based on event timing.

In the event that a Booster Group, Parent Organization, or fundraising pays for the student expenses at any Level (I, II, III) of event/trip, any remaining costs not covered by the Booster Group, Parent Organization or fundraising will be covered by the District at the maximum rate listed above.

Chaperones

The District requires one (1) chaperone per twelve (12) students attending an event/trip unless the destination/event requires a lower ratio or the District is not paying for the trip. The District shall pay expenses, according to District policy, for the required number of chaperones for a level II or III event only.

Pol. 827

Pol. 827

<p><b>Section 4</b></p>	<p style="text-align: center;"><b>POLICY NO. 260</b> <b>COMPETITIVE/NON-COMPETITIVE EVENTS AND TRIPS</b></p> <p>If a Level II/III event/trip is overnight and both male and female students are attending, the District shall pay the costs of both a male and female chaperone to attend.</p> <p>Expenses for any chaperones above this requirement shall not be covered by the District unless directed by IEP requirements.</p> <p><u>Administration of Medication</u></p> <p>The Board directs planning for field trips to start early in the school year and to include collaboration between administrators, teachers, nurses, parents/guardians and other designated health officials.</p> <p>Decisions regarding administration of medication during field trips and other school-sponsored programs and activities shall be based on the student’s individual needs.</p> <p>Medication shall be administered in accordance with applicable laws, regulations, Board policies and district procedures.</p> <p><u>Delegation of Responsibility</u></p> <p>The sponsor of the trip/event will collect all necessary information regarding the costs of the event and will submit to the building principal or athletic director in the case of an athletic event. This information will be identified on the District’s approved form.</p> <p>The building principal will submit such documentation to the Superintendent or his/her designee. This documentation must be submitted by the first of the month for the event to be placed on the Board agenda for approve.</p> <p>Consideration for approval of an event or trip, by the Superintendent, may be based on: the appropriateness of the activity, educational time missed, educational benefit, substitute availability, student safety, District funds requested, or any other metric deemed important.</p> <p>The Superintendent or designee shall develop procedures for the conduct of student events and trips.</p>	<p>Pol. 103, 113</p> <p>Pol. 210, 210.1</p>
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References:

Board Policy – Pol. 103, 113, 121, 210, 210.1, 827