

**Field Trips and Excursions
(Out of State)**

All field trips and excursions should contribute to the educational goals of the District and must be planned so as to avoid disruption to the educational programs of both participating and non-participating students.

Unscheduled, unbudgeted out-of-state trips of less than 400 miles one way will require the approval of the Superintendent who will notify the Board.

Unscheduled, unbudgeted out-of-state trips that require travel more than 400 miles one way will require Board approval.

Ordinarily, these trips will be financed without the use of District funds. These trips should not unduly infringe upon students' schoolwork, staff members' duties, or the community's ability to provide assistance.

Any staff members planning one of these trips shall emphasize their tentative nature. Involving students or parents in any substantial preparations should be delayed until the request is approved by the Board/Superintendent.

The Superintendent shall develop regulations for these trips including provisions for transportation, parental approval, and adequate supervision of students.

END OF POLICY

Legal Reference(s):

[ORS 332.105](#)

[ORS 332.107](#)

[ORS 336.183](#)

[ORS 339.155](#)

[OAR 581-022-1020](#)