

**INTERNATIONAL AND OTHER LONG-DISTANCE TRAVEL**

The Board of Education recognizes that certain valuable educational experiences are available to students only by traveling with their teachers and other students to places distant from home. In an effort to encourage such travel under the auspices of the Ichabod Crane Central School whenever feasible, the Board hereby supplements its policy in field trips as follows:

Except for the cost of any stipend paid to an instructor for organizing such a trip, the total cost of any such trip will be paid for by the student or instructor who is traveling, by grants or foundations, by other organizational support, or through direct student fundraising. Obligatory, out-of-pocket costs to each student shall not exceed \$20.00 per day without express approval from the Superintendent. Any funds raised from any source whatever for the purpose of furthering such travel shall be accounted for in a manner approved in advance and monitored by the Superintendent of Schools or his/her designee.

Trips held under authorization of this policy shall ordinarily be scheduled for school vacation periods and shall not be planned for other times without express prior approval of the Superintendent of Schools.

No adult who is not an employee of the Board may accompany students on any trip authorized under this policy without express prior approval of the Board. No adult who is not an employee of the Board may have any portion of travel costs incurred in accompanying students on such a trip borne by funds raised in any manner to support the travel of students and employees. The Board shall purchase insurance, sufficient to protect the Board from such liability as it might incur on account of negligence or intentional wrong, for any non-employee adult whose travel with students on a trip authorized by this policy is duly approved by the Board.