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BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: August 13, 2002
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Field Trip and Foreign Travel Policy 6153 (new 6104)
ORIGINATOR: Phyllis Bailey

RESOURCE
PERSON(S): Danae Farley

RECOMMENDATION

That the Board of Education approve the Field Trips and Foreign Travel Policy 6153 (new 6104)

Policy 6153 (new 6104) Field Trips and Foreign Travel was last revised in April, 1995 as a result of a committee study which focused on transportation issues related to field trips. In July 1996 an interoffice memo provided administrators with an updated permission form. However the numbers, cost, complexity, and possible safety and liability issues involved in field trips have increased. A comparison of BCPS Policy 6153 with comparable policies of other school systems indicated that the BCPS policy needed to be far more inclusive and specific. In addition to comparison with other school systems, the work of a study group which developed a field trip manual, under the leadership of Fran Allen, Manager, Risk Management, was also incorporated as accompanying rules and forms which were developed to support the policy and rules.

The Policy was presented to the Board of Education Ad Hoc Policy Review Committee, the Curriculum & Instruction Staff, and the Executive Leadership Staff for response and suggestions.

Instruction

FIELD TRIPS AND FOREIGN TRAVEL

The Board of Education recognizes the field trip as an integral part of the instructional program.

Field trips are most effective when they[:] DEMONSTRATE RECOGNITION OF STUDENTS' NEEDS, INTERESTS, AND ABILITIES AS EVIDENCED BY CAREFUL PLANNING; they SHALL BE DESIGNED TO support, [and] enhance, AND EXTEND, classroom instruction and curriculum at all levels; AND they SHALL capitalize on [community] resources including historic sites, museums, and cultural exhibits, expanding students' horizons beyond the immediate community. WHEN PARTICIPATING IN FIELD TRIPS, STUDENTS HAVE THE OPPORTUNITY TO develop and foster skills in real world settings AS WELL AS TO apply information learned in an academic setting to a practical setting. AS AN OUTGROWTH OF PARTICIPATION IN FIELD TRIPS, STUDENTS SHALL ENGAGE IN REFLECTION AND MEANINGFUL FOLLOW-UP.

FIELD TRIPS SHALL BE AVAILABLE TO ALL BALTIMORE COUNTY PUBLIC SCHOOL STUDENTS AS PART OF A PLANNED PROGRAM CLEARLY ALIGNED TO AND A LOGICAL OUTGROWTH OF THE ESSENTIAL CURRICULUM. ENRICHMENT THROUGH FIELD TRIPS IS NOT INTENDED TO SUPPLANT THIS ESSENTIAL CURRICULUM. WHILE FIELD TRIPS SERVE AS ONE MEANS FOR BROADENING STUDENT EXPERIENCES, THE SAFETY AND SECURITY OF THE STUDENTS, AS WELL AS THE APPROPRIATE USE OF INSTRUCTIONAL TIME AND PERSONNEL, ARE FOREMOST IN IMPORTANCE. WHILE ON AN APPROVED FIELD TRIP, PARTICIPATING STUDENTS ARE EXPECTED TO ADHERE TO BEHAVIOR EXPECTATIONS OUTLINED IN BOARD POLICY 5550, STUDENTS: CONDUCT, DISRUPTIVE BEHAVIOR AND BOARD POLICY 5560, STUDENTS: CONDUCT, SUSPENSION OR EXPLUSION.

THE BOARD OF EDUCATION FURTHER RECOGNIZES THAT SECONDARY STUDENTS MAY DESIRE TO PARTICIPATE IN FOREIGN TRAVEL PROGRAMS WHICH PROVIDE A UNIQUE OPPORTUNITY FOR STUDENTS TO BROADEN THEIR KNOWLEDGE OF OTHER CULTURES. IT IS THE EXPECTATION OF THE BOARD OF EDUCATION THAT THE STAFF SHALL CONSIDER THE SAFETY AND SECURITY OF STUDENTS IN PLANNING AND GRANTING APPROVAL FOR FOREIGN TRAVEL. FURTHER, THE STAFF SHALL INFORM THE SUPERINTENDENT OF THE FOREIGN TRAVEL PROGRAMS OPERATING IN THE BALTIMORE COUNTY PUBLIC SCHOOLS.

SPECIFIC INFORMATION SHALL BE MADE AVAILABLE TO PARENTS, GUARDIANS, AND INTERESTED PERSONS REGARDING THE EDUCATIONAL VALUE RELATED TO THE CURRICULUM, AND THE RISKS OF FINANCIAL LOSS, AND LOGISTICS. WHILE FOREIGN TRAVEL IS A VEHICLE FOR EXTENDING STUDENT EXPERIENCES, THE APPROPRIATE USE OF INSTRUCTIONAL TIME AND PERSONNEL IS FOREMOST IN IMPORTANCE. WHILE ON APPROVED FOREIGN TRAVEL, PARTICIPATING STUDENTS ARE EXPECTED TO ADHERE TO BEHAVIOR EXPECTATIONS OUTLINED IN BOARD POLICY 5550, STUDENTS: CONDUCT DISRUPTIVE BEHAVIOR AND BOARD POLICY 5560, STUDENTS: CONDUCT SUSPENSION OR EXPLUSION.

THE BOARD OF EDUCATION DOES NOT ASSUME FINANCIAL LIABILITY FOR FIELD TRIPS OR FOREIGN TRAVEL, INCLUDING BUT NOT LIMITED TO, REFUNDS OR CANCELLATIONS FOR ANY REASON.

Legal Reference:

Code of Maryland Regulations (COMAR)

COMAR 13A.08.01.01, GENERAL REGULATIONS: ATTENDANCE

Also see POLICY 5550, STUDENTS: CONDUCT, DISRUPTIVE BEHAVIOR
POLICY 5560, STUDENTS: CONDUCT, SUSPENSION OR EXPULSION
POLICY 8363, ETHICS CODE: CONFLICT OF INTEREST
POLICY 8362, ETHICS CODE: GIFTS

Policy

adopted: 11/21/68

revised : 4/25/95

revised:

Board of Education
of Baltimore County