

NON-SCHOOL EXTRACURRICULAR TRIPS AND TRAVEL

4.14

The School Board recognizes that employees may, from time to time, organize trips and other activities involving students that are not sponsored or approved by the District. By definition, such activities are either private commercial or not-for-profit activities of the employee and students and are outside the control and authority of the District. Therefore, the School District is not liable for any personal injury or financial loss that any individual, including School Board employees or students, may suffer as a result of participating in such activities. It is important and necessary that such activity be separate and distinct from the employee's duties and that such activity occurs outside the school day, except as provided for below:

- 1) The organizer may not use either the name of the District or individual schools to imply an endorsement or responsibility of the District for the activity.
- 2) The organizer may not use District property including, but not limited to, email, school newsletters, or copiers to organize or promote the activity, except to the extent other commercial or not-for-profit entities are extended that privilege. Such privilege will only be extended when it is determined by the principal to be in the best interest of students and their families.
- 3) The organizer shall follow School Board rules and procedures if the organizer chooses to use school buildings for either planning or hosting the activity. The organizer shall be expected to pay the required fee for the use of the building unless the activity is covered by one of the recognized exceptions to the rule.
- 4) Neither duty time of the organizer nor classroom time of the student shall be used for planning or advertising such trips.
- 5) The organizer shall not state or imply that attendance or participation by a student will give the student any academic or other advantage over students that do not participate, other than the intangible benefits of any broadening experience.
- 6) The District shall not be involved in the curriculum, itinerary, or selection of organizers for the activity.

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- 7) Participation in such travel by employees and students shall be subject to the District's leave and attendance policies.

STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 768.28; 1001.41; 1001.43, F.S.

HISTORY: **ADOPTED:** 08/18/1998
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