

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-107

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6153
School-Sponsored Trips;
First Reading

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the first reading of the proposed revisions to BP 6153 School-Sponsored Trips and open for public comments.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the first reading of the proposed revisions to BP 6153 School-Sponsored Trips within the Instruction series.

This update moves procedural verbiage to the Administrative Regulation.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading of the proposed revisions to BP 6153 School-Sponsored Trips as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6153 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BP 6153 School-Sponsored Trips as presented and open for public comments.

BP 6153 SCHOOL-SPONSORED TRIPS

Note: The following optional policy may be revised or deleted to reflect district philosophy and needs.

The School Board recognizes that school-sponsored trips are important components of a student's development. Besides supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources, and help them relate their school experiences to the outside world. The School Board believes that careful planning can greatly enhance the value and safety of such trips.

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 6145 - Extracurricular Activities)

The Superintendent or designee must approve all trips involving out-of-district travel.

Principals shall ensure that a plan is developed ~~which~~that provides for the safety of students and their proper supervision by certificated and/or classified staff on in-district school-sponsored trips and certificated staff on out-of-district school-sponsored trips. In certain circumstances, the Superintendent or Designee may waive this requirement. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

(cf. 3541 - Transportation: School-Related Trips)

In advance of a studenty trip, teachers shall determine educational objectives which relate directly to the curriculum. Principals shall ensure that teachers develop plans ~~which~~that provide for the best use of students' learning time while on the trip. Teachers also shall provide appropriate instruction before and after the trip.

Approval Procedures

- ~~1. All travel within the District must be approved by the Principal.~~
- ~~2. All travel which takes the student outside of the District or State must be approved by the Principal, and the Superintendent.~~
- ~~3. All out of District travel plans must be on file with the Superintendent's office before travel takes place.~~
- ~~4. The Principal must approve, without exception, all chaperones for travel initiated at a school site.~~
- ~~5. The Superintendent, or his/her designee, must approve all chaperones for travel initiated by the District Office.~~
- ~~6. One week prior to the date the student travel is to occur, the trip sponsor must submit to the Principal a travel plan for approval. Upon approval of the plan, the Principal shall send the plan to the Superintendent.~~

7. ~~An approved Student Travel/Eligibility Form must be on file in the Principal's Office before a student is permitted to travel.~~

Commented [AE1]: Moved to the AR

Cold Weather Travel Procedures

The following procedures were developed to avoid unnecessary risk to students and staff during winter travel.

1. Student travel will not be allowed in temperatures below -35° F and/or adverse weather conditions as determined by principal/coach/Superintendent or Superintendent's designee.
2. Staff travel is not required at temperatures below -35° F.
3. Traveling out of district ~~—provided students;~~ Students may travel provided they are in Kotzebue when the temperature drops below the allowable level for travel and the commercial jet arrives ~~(Alaska Airlines or Frontier) students may travel.~~

Legal Reference:

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.520](#) *Recreational and athletic activities*

Revised: June 03, 2008

Adopted: April 28, 2004

Revised: June 03, 2008

Northwest Arctic Borough School District