

Administrative Procedure 503

SUPPORT OF STUDENT TRAVEL – ACADEMICALLY RELATED EVENTS

Background

Learning, in its broader sense, is facilitated by out-of-school planned and approved experiences, and such experiences augment and enhance school-based learning.

Procedures

1. This administrative procedure applies to educational trips and visits that might be made by students in their pursuit of a deeper, more profound and firsthand knowledge of Canada, its regions, provinces, institutions, peoples and their cultures. Typical examples are the "Encounters with Canada" and "Forum for Young Canadians" student travel opportunity.
2. Musical, artistic and athletic endeavours may be considered for support.
3. The Director, prior to the Board's annual budgetary deliberations, shall recommend to the Board, an amount of money to be provided under the terms of this administrative procedure. The Director's recommendation may include consideration of the following, but need not be limited to these considerations:
 - 3.1 Past history of events and requests for support;
 - 3.2 Submissions by principals;
 - 3.3 Advice and recommendations of Superintendents of Education;
 - 3.4 Financial and fiscal data provided by personnel in the Secretary Treasurer's department.
4. The Director or designate(s), shall inform the principals of the schools concerned, of the amount of money that the Board has allotted under this administrative procedure, as soon as possible.
5. By June 1 of the school year in which the budget allocation has been established, the principals of the schools concerned, after consultation among themselves and others with whom, in their professional judgement, they choose to consult shall present to the Board, in writing, through their Superintendents of Education and the Director, applications and recommendations for the disbursement of funds attributed to this administrative procedure, for the subsequent school year.
6. The principals may recommend that part or all of an annual allotment be carried over in reserve to the next school year.
7. The Board shall make decisions on principals' recommendations by June 15 of the year in question and the Director shall notify the principals of said decisions.