

SECTION: Professional Personnel

CATASAUQUA AREA SCHOOL DISTRICT

TITLE: Tour Policies

ADOPTED: May 3, 1974

REVISED: November 10, 2005

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402	<p>TOUR POLICIES</p> <p>Tours are defined, as any excursion taken that is <u>not</u> approved in writing by resolution of the Catasauqua Area Board of Directors or the Superintendent of the Catasauqua Area School District. The Catasauqua Area School District assumes no responsibility or liability for any tour, as defined. This includes travel arrangements, financial responsibility, physical harm to students, teachers or any other persons involved with the tour or any other aspect of the tour.</p> <p>The excusing of a professional employee or Catasauqua Area School District students, with or without pay, from his or her teaching duties or classes, to be a member of a tour does not constitute approval of the tour.</p> <p>The excusing of Catasauqua Area School District students from his daily classes to be a member of a tour does not constitute approval of the tour.</p> <p>No professional employees or students will be excused from teaching duties or classes to participate in a tour unless:</p> <ol style="list-style-type: none"> 1. The School District Administration has been notified of the nature of the tour and the date of the proposed tour prior to the opening date of the school year in which the proposed tour would take place. 2. The proposed tour must include at least fifteen (15) Catasauqua Area School District students and not more than one professional employee 	<p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38</p>
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for each twenty-five (25) Catasauqua Area School District students participating in the tour.

3. The proposed tour includes not more than three days of scheduled school time.

No professional employee shall be excused from his or her teaching duties to participate in a tour unless the said Professional employee agrees that he or she not be entitled to any salary or the use of any personal days while on the tour notwithstanding the provisions of any other agreement to the contrary.

Notwithstanding any of the foregoing, the Catasauqua Area School District Board of School Directors reserves the absolute right to refuse to excuse any professional employees or students from teaching duties or classes to participate in a tour

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