



**Exhibit - 2 - Student Overnight Travel (SOT) Parent Meeting/Survey Exhibit and
Travel Information Disclosure**

1. Upon approval from the District Travel Committee, a high school group may conduct a parent/guardian travel meeting/survey:
 - 1.1. This meeting with parents will be held to discuss all costs and the itinerary associated with the proposed trip for the parents of potential student participants. A parent survey may be utilized if a parent(s) is unable to attend the meeting.
 - 1.2. In this meeting parents will be informed, by a school administrator or the adviser in writing, of the proposed travel itinerary, anticipated cost per student, fundraising efforts, and the potential for non-refunds or expenditures when trips are cancelled.
 - 1.2.1. If 75 percent of the student's parents or legal guardians support the plan, the group may proceed to make travel arrangements according to the submitted request. A parent signature form will be kept on file at the school. A checklist will be submitted to the DTC.
 - 1.2.2. If the plan is not supported by 75 percent of the parents, all proposals for the trip will be abandoned. All necessary forms will be provided and completed at this meeting.
 - 1.3. A notarized statement granting the advisor permission to seek medical treatment for a student, in the event of an emergency, must be provided at the parent meeting or prior to the commencement of the trip.
2. After District Travel Committee approval of the initial travel proposal, the complete overnight travel request form shall be submitted to the School Performance Director. The request form shall also include complete documentation and summary of results of a required parent meeting as outlined above.



Parent/Guardian Travel Information Disclosure

1. A parent/guardian meeting must be held in conjunction with student overnight travel requests.
2. The meeting with parents/guardians will be held to discuss all estimated costs and the proposed itinerary associated with the trip for the potential student participants.
 - 2.1. Parents will be notified in writing by the coach/advisor regarding: the proposed travel itinerary, anticipated cost per student, fundraising options, and non-refundable costs if travel is cancelled.
 - 2.2. All parents in the group that is requesting travel must complete and sign this travel information disclosure/survey.
3. A notarized statement granting student permission to travel and the advisor to seek medical treatment must be provided at the parent meeting, or prior to the commencement of the trip.
4. All student overnight travel is optional. Students who, for any reason, do not participate in student overnight travel shall not be penalized. Nonparticipation shall not impact grades or status in the organization.
5. All expenses, including travel expenses for chaperones, associated with the trip must be paid by participants themselves, covered by fundraising, or financed by the state or federal monies provided expressly for the activity. School student body funds may not be used.
 - 5.1. The cost of substitutes for advisers who are accompanying traveling students will be included in the cost of the trip paid by the high school group.
 - 5.2. Student body general funds cannot be used to pay costs of student travel.
 - 5.3. All student costs associated with the trip should be itemized in detail by listing costs per student: travel, housing, meals, registration fees (if applicable), insurance, and other costs.
 - 5.4. The total anticipated cost must be shown on the application form.
 - 5.5. When, in the sole judgment of the Administration or the Board of Education, in consultation with the school and the participating students and patrons, travel is suspended due to safety or other consideration beyond the control of any or all involved, Canyons School District, the Board of Education, school employees and agents shall have no obligation and shall be held harmless with respect to refund of any expenditures.
 - 5.6. Any nonrefundable funds (e.g., plane tickets, ground transportation fees, or other costs per student) will not be provided to the parent/legal guardian for removed students for disciplinary reasons.

*I understand the financial conditions of the proposed travel specifically outlined in Section 5 of this document, and I have been provided with a statement regarding medical treatment which I understand must be notarized and returned. I have been informed in writing of the proposed itinerary, cost per student, and fundraising information.

Student Name

Group Requesting Travel

Parent/Guardian Name
I approve the trip

Parent Guardian Signature
I do not approve off the trip

Date