

**SCHOOL DISTRICT OF PITTSVILLE
BOARD POLICY**

INSTRUCTION

EXTRACURRICULAR ACTIVITIES

STUDENT PARTICIPATION IN CO-CURRICULAR ACTIVITIES

371

The Pittsville School District’s philosophy encourages all students to be apprised of and to participate in the co-curricular activities of their choosing. The following guidelines are implemented to provide direction for those participating.

A. Teams and Individuals

1. Groups and individuals who qualify for events, which are held in locations other than the Pittsville Public Schools campus, may attend such events providing they meet the criterion set forth in the pre-arranged absence procedures.
2. Transportation up to and including state level competition will be provided by the Board of Education.
3. Should the duration of the event require that the group or individual remain at the activity for period of time that necessitates overnight lodging, the Board of Education will provide housing and a meal allowance for the participant(s) up to and including state level competition.
4. In-state or out-of-state meal expenditures shall be limited to 75% standard IRS CONUS meal allowance rates.

Breakfast will be paid only when required as part of a multi-day function (i.e., after the first day) and if a breakfast meal is not included in the cost of the event/conference.

Dinner shall be reimbursed when required as part of a multi-day function or when scheduled to return home after 7:00 p.m., if a one-day function. A scheduled banquet as part of a conference is an exception to the above guideline.

All meal allowances shall be requested at least one week prior to departure on a requisition form with the Associated Bank as vendor.

When appropriate, School District personnel may arrange group meals when groups are en route or at the event site.

The Pittsville School District Board of Education will not provide admission, food, lodging, transportation, or assume any legal responsibility for students attending any off-campus co-curricular event in a non-participating role.

Cross Reference: Pittsville School Field Trip Procedures

First Reading of Updates: October 10, 2022

Second Reading/Approval of Updates: November 14, 2022