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To: Members of the Board of Education  
From: Doug Larson  
Re: First Reading  
Date: February 24, 2016

Policy and Legal Services will present a First Reading during the next Board of Education meeting.

**Article VIII.A.18. Student Travel**

The Board initiated a discussion regarding out-of-state travel. Based on those discussions, the Travel Committee met and put forth a recommendation to open up student out-of-state travel to all states bordering Utah and the west coast. This first reading comes to the Board as an administrative recommendation to consider modifying the policy accordingly. The recommendation is also made to the Board to modify the Fee Schedule to specify food and lodging be included in the cost limits for student out-of-state travel.

Article VIII.A.18. Student Travel

A. Student Travel

1. Statement of Purpose

The Board believes that students should devote as much time as possible to the pursuit of their educational program at their assigned school. The Board also believes that student travel may enrich school activities. Therefore, student travel may be a valid part of the educational experience. Administrators must balance these benefits with considerations of time students are away from home and/or school and the economic burden travel costs can have on individual families.

2. Guidelines

It is important that guidelines be established to assist in planning travel. The Board authorizes the administration to approve requests for student travel within the United States based upon the following guidelines and other reasonable considerations arising from individual requests:

- a. All travel must relate directly to the curriculum or activities for which the group is organized.
- b. Day trips within the State of Utah are acceptable for all students. Out-of-state/overnight travel is subject to approval by the principal and School Accountability Director.
- c. Standard application forms for student travel are to be submitted to the principal and appropriate School Accountability Director for approval at least 60 calendar days prior to the proposed trip. Under no conditions shall teachers, students or parents make arrangements for student travel until the request has been approved by the principal and School Accountability Director. To proceed otherwise will nullify the request.
- d. Overnight travel is limited to a maximum of three school calendar days per trip. The principal may recommend exceptions to the School Accountability Director for review and recommendation to the Superintendent and Board of Education. Exceptions shall be rare and will require approval from the Board of Education.
- e. In most cases, overnight travel within the state will be by District transportation or insured commercial carriers. The principal may recommend exceptions to the School Accountability Director. Without exception, travel outside of the state will be by insured commercial carriers. (*See Administrative Memo No. 58.*)
- f. In an effort to control costs and make travel safer and more convenient, travel outside of the State of Utah will be limited to the following states: Arizona, California, Colorado, Idaho Nevada, New Mexico, Oregon, Washington, and Wyoming. The principal may recommend exceptions to the School Accountability Director for review and recommendation to the Superintendent and Board of Education. Exceptions shall be rare and will require approval from the Board of Education.
- g. Lodging for overnight trips must be provided in a commercial lodging facility. The principal may recommend exceptions to the School Accountability Director in consultation with the Assistant Superintendent of School Accountability and/or Superintendent.

- h. There shall be at least one adult, either a chaperon or a supervisor, for every 10 students, with both male and female chaperons if there is a co-ed group. A District employee/teacher will be supervisor, and parents may be included as chaperons.
- i. The Board of Education annually establishes a maximum out-of-pocket fee amount that can be assessed to students individually for travel costs. However, all fees are subject to waiver for eligible students.
- j. For travel costs that exceed the maximum out-of-pocket fee, students may elect to pay their own additional travel costs, and/or students shall be given opportunities to participate in various school-sanctioned fundraising efforts. Teams and organizations have the option of participating in group fundraisers or individual fundraisers as follows:
  - (i) Group fundraisers – All team or organization members participate, and all funds raised shall be used for the mutual benefit of the team or organization. All funds raised in excess of travel costs remain in the team or organization account.
  - (ii) Individual fundraisers – Participation is optional for individual students, and funds raised by each student will be held by the school in a team account under the student's name. Funds that exceed an individual student's travel costs will remain in the team or organization account.

Unused funds will revert to the general account for the appropriate team or organization at the end of the school year. Exceptions to the fee and funding provisions of this subsection shall be rare and will require approval from the Board of Education.

- k. The parent or legal guardian of each student participant will submit a written release to the advisor prior to all travel events and fundraising activities indicating permission to participate and assuming liability for foreseeable risks. The release shall also indicate acknowledgement of the school's right to send a student home from any event or activity for disciplinary reasons at the parents or guardians' expense.
- l. If a student decides to withdraw from participation or to cancel travel plans, all funds generated during fundraising will remain in the team or organization's account. Fees paid out-of-pocket by students are refundable unless the fees have been spent on the student's behalf and cannot be recovered by the school. Students must receive a disclosure containing a provision clearly establishing deadlines for payment and an explanation that non-recoverable expenses will not be refunded.
- m. All costs will be subject to the District's purchasing procedures.
- n. Parents shall be offered reasonable opportunities to provide input regarding travel events for their student(s) and fundraising activities before travel plans are finalized.

## B. Student Foreign Travel

The Board of Education recognizes the educational value of foreign travel. However, foreign travel does not fit within the basic program of study for which the District can assume cost or liability; therefore, the Board does not authorize foreign travel in connection with the ~~D~~District, schools, or employees in their ~~D~~District capacities. Credit can be arranged for students participating in pre-approved study programs.

March 2016  
~~July 5, 2011~~

# Granite School District

## 2016-2017 Senior High School Fee Schedule

*All fees listed are the maximum amounts charged per pupil for each activity, class or athletics participation. Actual costs are determined by the local school and may vary. All monies spent for each group or activity, including student contributions, fund raisers and donations, must be counted as part of the maximum cost per student for each group or activity. These fees, with the exception of camps, do not include additional costs of any overnight travel. For junior/senior high school activities and athletics that require fees, tryouts must be concluded and the participants selected before fees are assessed. Some of the listed fees are subject to Utah state sales tax.*

### 1. Basic Fee \$75.00

Books, Instructional Materials Replacement, Activities (\$10 refundable at end of year) Student activity fees are used to fund programs such as: school newspaper, literary magazine, plays, musicals, concerts, awards, dances, UHSAA sponsored events and graduation.

### 2. Course Fees - *The following fees are per semester unless otherwise noted*

Arts	\$40.00	Fitness for Life	\$10.00
Career & Technical Education (per class)	\$40.00	Lab Materials	\$15.00
Computer Labs	\$5.00	Music (individual max/year: \$30.00)	\$15.00
Dance	\$10.00	"My Access" student license (per year)	\$8.00
Drama*	\$10.00	Physical Education (individual max/year: \$20.00)	\$10.00
Driver's Education	\$140.00	Workbooks	\$20.00

### 3. Extracurricular Participation Fees - *The following fees are per sport (participation maximum: \$100.00)*

Basketball*, Football*, Golf* (each)	\$70.00	Baseball*, Debate/Forensics*, Soccer*, Softball*, Swimming*, Track*, Volleyball*, Wrestling* (each)	\$60.00
Cheerleading*, Cross Country*, Drill Team*, Pep Club*, Tennis* (each)	\$55.00		

#### **Additional Extracurricular Fees**

Football Helmet Safety/Reconditioning	\$35.00	Team Hydration Testing	\$5.00
Personal articles of clothing (per sport)	\$160.00	(only applies to wrestling team appointment)	
Summer Athletic Clinic	\$50.00	Transportation per activity (individual max/year: \$20.00)	\$10.00

### 4. Performing Groups, Uniforms and Camp Fees

Camp Fees for Performing Groups	\$250.00	Marching Bands*	\$50.00
Cheerleaders*	\$300.00	Musical Costume* (stage performers only)	\$40.00
Dance Club*	\$150.00	Orchestra, Band, Madrigals, Show & Concert Choir* (Boys)	\$175.00
Debate* (per year)	\$90.00	Orchestra, Band, Madrigals, Show & Concert Choir* (Girls)	\$125.00
Drill Team*	\$600.00	Pep Band*	\$50.00
Granite Youth Symphony - Tuition*	\$60.00	Pep Club/Flag Team*	\$200.00
Granite Youth Symphony - Uniform	not to exceed \$175.00	Song Leaders*	\$300.00
Granite Youth Symphony - Travel	as per Board approval	Student Body Officers	\$125.00
Jazz Band*	\$75.00		

### 5. Student Travel

All requests for overnight travel must be approved by the principal and the Assistant Superintendent. \$400.00 is the maximum out of pocket expense that can be charged to students. Additional travel costs (beyond the \$400.00 out-of-pocket fee) may come from donations, sanctioned fundraisers, the school or district, or from other appropriate sources. The total costs per student for a single trip, however, shall not exceed \$999.00, including the cost of food and accommodations, unless all costs beyond this limit are covered by appropriate, independent third party contributions.

### 6. Admissions

Banquets	\$15.00	Plays, Musicals, Concerts	\$10.00
Dances & Proms (per couple)	\$20.00	Stomps	\$5.00
	with an activity card or \$25.00 without an activity card		with an activity card or \$7.00 without an activity card

UHSAA Admissions

Activities sponsored by Utah High School Activities Association (UHSAA) may not exceed limits established by the Association.

### 7. Club Dues

School Clubs	\$10.00	Vocational Clubs	\$15.00
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### 8. Other

Cap and Gown (includes sales tax)	\$22.50	Musical Instrument Rental (for first instrument)	\$75.00
Class Changes (non-essential)	\$5.00	Additional Instruments (per each instrument after first)	\$15.00
Credit Recovery (charge per .25 units of credit)	\$45.00	Remediation / Make-up / Test Review Class (not for credit)	\$30.00
Equipment Rental (per year/per class)	\$35.00	Shop Cards (optional projects are not subject to fee waiver)	cost of item

### 9. Optional Purchases - *The following are not fees and are not subject to fee waiver*

Graduation Memorabilia (i.e. announcements, jewelry, cards, medallions)	cost of item	Year Book (includes sales tax)	\$40.00
High School Course Proficiency Test (HSCPT)	\$85.00	(paid <b>before</b> the end of first semester)	
Parking Permit for School Campus	\$10.00	Year Book (includes sales tax)	\$45.00
Transcripts (First is free, all others subject to this charge)	\$1.00	(paid <b>after</b> the end of first semester)	

\* Pursuant to Utah Code 53A-11-102.6 and Utah Administrative Code R277-494-3, students who attend a charter school, private school, or home school and participate in extracurricular activities must pay a \$75.00 fee in addition to all related participation fees. Students are not subject to the Basic Fee.

**Course, class, and extracurricular fees were approved by the Granite Board of Education on January 5, 2016.**