

## **DEXTER SCHOOLS STUDENT TRAVEL COST GUIDELINES**

### General Cost Guidelines

1. Children/spouse of sponsors are not allowed to travel in school vehicle/bus on student activity trips. Spouse and children may attend separately as long as spouse is present to supervise the children. An adult family member may take the place of a spouse if needed.
2. District does not cover any of the cost of the spouse or children who travel. Meals, lodging, and travel must be paid separately by the sponsor/spouse.
3. District only pays for students who have qualified to travel (those competing, getting a scholarship, running for state officer, etc.), the sponsors/coaches, and any required chaperones. Any additional students must be paid for from the organization's activity account or another funding source (this include lodging, meals, airline tickets, etc.)

### Meals

1. Choose restaurants that are "family friendly" (do not take students to bars, pubs, or places like Hooters even though food is served there).
2. Use common sense when purchasing meals – i.e., order soda/tea instead of expensive specialty lemonade or flavored drinks. Specialty drinks should be paid separately by the student.
3. Appetizers and desserts should be paid for by student. It is not part of the meal.
4. Limit of 1 meal per student. If a student wants an additional meal, the student must pay for it.
5. On a multiple day trip, limit of 1 special meal in a nice restaurant unless you are paying for it out of your activity fund. Keep the cost of special meals within reason.
6. Meals are only purchased for students participating in the activity/trip, sponsors/coaches, and required chaperones. Additional students, parents, and children traveling to support the team must pay for their own meals.
7. Gratuity – do not exceed 20%. Please check the ticket—no extra gratuity should be added if it has already been added to the ticket (many restaurants automatically add it for groups of 5 or more).
8. Ensure you receive itemized tickets to turn in to the business office when you return.

See District Travel Policy for additional travel guidelines