

EDUCATIONAL ENHANCEMENT OPPORTUNITY

GUIDELINES FOR APPROVAL

Kentucky state law allows students to miss up to 10 days of school while pursuing an educational enhancement opportunity of significant educational value as determined by the principal. That includes, but is not limited to, participation in a foreign exchange program or an intensive instructional, experimental or performance program in one of the core curriculum subjects of English, science, mathematics, social studies, foreign language and the arts. Nonacademic extracurricular activities are not included. A denied request by the principal may be appealed to the superintendent and to the board of education, should the superintendent also deny the request. A request may not be considered or approved during the school's testing window or during other district-wide testing times.

Students/Parents will submit a written request to the principal at least 5 days in advance of the trip requesting it be approved as an educational enhancement opportunity. The principal will pre-approve or deny the request based on the merits of the proposed trip. It will then be the student/parent responsibility to complete the requirements.

To allow an educational trip the following is required:

1. A description of educational activities planned on the trip or visit
2. A listing of the academic areas that are tied into the trip and how each will be a part of the trip
3. A list of what may or should be brought to school upon the student's return that will demonstrate the educational nature of the trip
4. Follow-up activities determined by the principal or teacher(s) that require the students to complete a task or project related to the trip
5. Date(s) of the trip and who will be included
6. Information, based on the above, that the trip is not just a vacation

Students who are pre-approved are expected to comply with the stated requirements. In those cases, the student will receive an excused absence, identified as EHO, and is permitted to make up all of the missed work at full credit. The school will be allowed to deduct their absences and receive ADA funding for such students at the end of the year. Student who are not pre-approved or fail to complete the requirements will be counted with an unexcused absence unless a parent note is provided and is within the 5 allowable.

**Morgan County Schools
Educational Enhancement Opportunity
Request to the Principal**

Name of Student _____ Date of Request _____

Location(s) of the Educational Opportunity _____

Date(s) of the Educational Trip/Visit _____

Description of the educational enhancement activities planned:

Name(s) of leader of family member in charge of trip: _____

Relationship to Student _____

In addition to the student and leader/parent(s), who else will be on the trip?

What academic areas(s) will be a part of the trip/visit? Describe each!

What item(s) will be returned to the school to validate the trip was educational?

Note: The school may list what is expected.

What follow-up activities does the teacher/principal require upon student's return to school?

Principal Signature

_____ Pre-approved _____ Denied
(final approval given after conditions met)