



South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

District Service Center

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Cottage Grove, MN 55016

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ADMINISTRATIVE REPORT

TO: Members of the School Board
Keith Jacobus, Ph.D., Superintendent

FROM: Bonnie Schmuck, Office Coordinator for Assistant Superintendents for Academic Excellence and Accountability Mike Johnson and Julie Nielsen

DATE: May 5, 2017

TOPIC/PURPOSE OF REPORT: Extended Field Trips

REFERENCE TO POLICY/STRATEGIC PLAN: Policy 610, Field Trips

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: May 11, 2017

REPORT

The following extended field trips have been submitted for approval per Policy #610:

- **May 22-23, 2017:** Woodbury High School Boys Golf Team to Nisswa, MN for team building (Kent Getzlaff)



South Washington County Schools
Cottage Grove, MN

610 EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): KENT GETZLAFF

School and Program: WOODBURY HIGH SCHOOL - BOYS GOLF

Date of Requested Trip: 5/22 - 5/23

1. What group is taking this trip? BOYS GOLF

Estimated # of Students 6 Adult Supervisors 2

2. Destination: GRANDVIEW LODGE - LEGACY GOLF COURSE

Date/Time of Departure: 5/22 6:00 p.m.

Date/Time of Return: 5/23 9:00 p.m.

3. State purpose and educational value of trip (attach information to form if needed).

- Team Building
- Cost Competition
- Great Golf Courses



4. Name the manner of travel and the carrier.

SCHOOL VAN

5. State proposed housing arrangements.

GRANDVIEW LODGE - 10 person Cabin Rental
23521 Nikomis Ave, Misswa, MN 56468
866-801-2951



6. Describe parental involvement in planning - including who, what, where, when and how.

100% planned by coaches

7. List participants (reminder to have participants complete parent/guardian permission form).

- LUCAS ERICKSON CHRISTOPHER MAHADY
- JIM HERON LUKE DANIELSON
- RYAN MUZZY GEORGE JAMISON

8. Describe the manner of selecting participants.

TOP 6 GOLFERS

9. Indicate who will be in charge of supervising the trip.

KENT GETZLAFF ✓

10. State the safety precautions and procedures for emergencies while on the trip.

- Contact information for all families
- Coaches trained in safety and first aid
- Information on course and hotel given to families

11. Give budget costs, how trip will be funded and estimated cost per student.

GOLF BOOSTER ACCOUNT
\$75 per student ✓

12. State evaluation procedures.

13. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.

Current Route doesn't have any concerns.

Signature of Staff Member Responsible: KT Getzlaff

Date field trip request was submitted to Principal: 4/27/17

Principal/Administrator Signature and Date: G. Gunnison Elchinger 4/27/17

Approved: X Not Approved: _____

Assistant Superintendent Signature and Date: M. Pfeiffer 5-2-17

Approved: ✓ Not Approved: _____

School Board Review Date: _____

Approved: _____ Not Approved: _____