

ADMINISTRATIVE REPORT

DATE: September 16, 2021
TOPIC: 6.8 – Extended Field Trips
PRESENTER: Jennifer Thomas, Office Coordinator for Assistant Superintendents,
Dr. Tyrone Brookins, Kelly Jansen & Kristine Schaefer
REFERENCE TO POLICY/STATUTE: Policy 610

A. PURPOSE OF REPORT

- a. November 5-6, 2021 – East Ridge High School, Girls Hockey – 40 students and 3 adult supervisors will travel to Grand Rapids & Eveleth, MN. for pre-season scrimmages. They will travel via Minnesota Coaches bus lines and will stay at the Timberlake Lodge Hotel in Grand Rapids. (Kim McClintick)
- b. December 28-30, 2021 - Woodbury High School Wrestling – 30 students and 5 adult supervisors will travel to Fargo, ND. to participate in a tournament. They will be traveling via school vans and will stay at the Holiday Inn Express West Acres 1040 40th St S. Fargo, ND. 58103. (Justin Smith, Gary Diamond, Jason Jankowski and Rashad Kennedy)
- c. March 4-7, 2022 - Park High School, Choir – 50 students and 5 adult supervisors will travel to Nashville, TN. to perform in 1-2 scheduled concerts. They will travel via motor coach bus with Good News Tour & Travel and will stay at the Holiday Inn Express, Nashville–Southeast, 201 Crossing Place Antioch, TN. 37013. (Ben O'Connor)
- d. March 24-30, 2022 – Woodbury High School Baseball Team – 29 students and 4 adult supervisors will travel to Orlando, FL. to participate in KSA Events Spring





Training. They will travel via Sun Country Airlines and will be staying at the Cabana Bay Resort, 6550 Adventure Way, Orlando, FL. 32819. (Kevin McDermott)

RECOMMENDATION

Approval





South Washington County Schools
Cottage Grove, MN

610 EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): **Kim McClintick (952) 484-0353**

School and Program: **East Ridge High School -- Girls Hockey**

Date of Requested Trip: **Friday, November 5th - Saturday, November 6th, 2021**

1. What group is taking this trip? **JV and Varsity Girls Hockey**
Estimated # of Students **40** Adult Supervisors **3 coaches**
2. Destination: **Grand Rapids & Eveleth, MN**
Date/Time of Departure: **8:00 am on Friday, November 5th, 2021**
Date/Time of Return: **9:00 pm on Saturday, November 6th, 2021**
3. State purpose and educational value of trip (attach information to form if needed).
Preseason scrimmages against teams we do not play during the season. Allows for team bonding and gives the coaches an opportunity to evaluate players and determine team strengths and areas for improvement.
4. Name the manner of travel and the carrier.
Coach bus via MN Coaches
All players will travel on the bus
5. State housing arrangements (must include name, address and phone number of hotel).
Timberlake Lodge Hotel & Restaurant
144 SE 17th St., Grand Rapids, MN 55744
(218) 326-2600 ✓
6. Describe parental involvement in planning – including who, what, where, when and how.
Booster Club members have planned and helped with the trip
 - **Britta Ferrell (VP) -- planning and coordinating bus and hotel reservations, team activities, permission slips**
 - **Chrissy Barry (Treasurer) -- making payments, buying supplies/food needed for the trip**
7. List participants (reminder to have participants complete parent/guardian permission form).
All JV and Varsity players (determined after tryouts on November 3rd) and Girls Hockey Team Managers
8. Describe the manner of selecting participants.
The coaches will be selecting the teams via tryouts

9. Indicate who will be in charge of supervising the trip.
Coaches -- Kim McClintick, Scott Waldo, Matt Barry
10. State the safety precautions and procedures for emergencies while on the trip.
All parents are to give contact information for use while on the trip. Players and managers will be required to travel together and will be assigned rooms together. Rules and COVID protocols will be communicated to all participants
11. Give budget costs, how trip will be funded and estimated cost per student.
Budgeted amount for trip ~\$6,000 = approx. \$175/player
Funded by Booster money earned from fundraising and season Booster fees
12. State evaluation procedures.
Discussion with players and coaches
13. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.
N/A

Signature of Staff Member Responsible: Kim McClintick

Date field trip request was submitted to Principal: 9/13/21

Principal/Administrator Signature and Date: Sara Palodick 9/13/21

Approved: X Not Approved: _____

Assistant Superintendent Signature and Date: [Signature] 9/15/21

Approved: ✓ Not Approved: _____

School Board Review Date: _____

Approved: _____ Not Approved: _____



South Washington County Schools
Cottage Grove, MN

610 EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): Justin Smith (507) 261-8840, Gary Diamond (651) 307-6289, Jason Jankowski (651) 354-6216, and Rashad Kennedy (651) 529-5593

School and Program: Woodbury High School Wrestling

Date of Requested Trip: December 28th-30th, 2021

1. What group is taking this trip? Woodbury High School Wrestling

Estimated # of Students 30 Adult Supervisors 5

2. Destination: Fargo, ND (Fargodome)

Date/Time of Departure: Tuesday, December 28th, 2021 (approx. 10:00am)

Date/Time of Return: Thursday, December 30th, 2021 (approx. 8:00pm)

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

Woodbury Wrestling seeks out the best competition for their student athletes and this tournament is one of the best in the Midwest, with representation from no less than 6 states. In addition to the wrestling, students will be exposed to many different experiences increasing their cultural understanding and tolerance in seeing a part of the world outside of the metro area. Also, the students will understand how the bond they form when with peers, in many experiences, can increase their unity as they attempt to reach goals together.

4. Name the manner of travel and the carrier.

School Vans...all drivers will be SOWASHCO certified/trained

5. State proposed housing arrangements.

Lodging will be paid for by Woodbury Wrestling Booster Club
Holiday Inn Express West Acres
1040 40th St S
Fargo, ND, 58103

Signature of Staff Member Responsible: JLBY JMM

Date field trip request was submitted to Principal: 9/10/21

Principal/Administrator Signature and Date: G. Gunson-Clayner

Approved: 9/13/21 Not Approved: _____

Assistant Superintendent Signature and Date: Kristi Spier 9/16/21

Approved: ✓ Not Approved: _____

School Board Review Date: _____

Approved: _____ Not Approved: _____



610 EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): Ben O'Connor

School and Program: Park High School Choir Department

Date of Requested Trip: Friday, March 4-Monday, March 7 2022

1. What group is taking this trip? Advanced Choirs

Estimated # of Students 50 Adult Supervisors 5

2. Destination: Nashville, TN

Date/Time of Departure: Friday, March 4, 3:00 PM *2022*

Date/Time of Return: Monday, March 7, 9:00 PM

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

The students will perform at least 1-2 scheduled concerts (including impromptu opportunities to sing/play in facilities with excellent acoustics). In addition, the ensembles will be part of either a clinic session with music professionals or a high school exchange concert, attend a traveling Broadway musical or symphony concert, and visit areas of interest in and around Nashville, including the Civil Rights Museum, Grand Ole Opry, and Country Music Hall of Fame and Museum.

4. Name the manner of travel and the carrier.

The group would travel by motorcoach bus and use Good News Tour and Travel for travel arrangements and accommodations.

5. State proposed housing arrangements.

The students will stay at a hotel in the Nashville area. They will be housed in groups of four students, and chaperones will nightly enforce proper behavior. A daily buffet breakfast at the hotel is included in the cost.

Ben will send name and address of hotel when he has the information

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

Planning will continue to be done in consultation with music parents and administration when necessary. Parents will also help coordinate several fundraising opportunities to help provide students with opportunities to raise money for the tour.

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

Participants will register for the trip by the end of October, and will fill out the appropriate signed parent/guardian permission form.

8. Describe the manner of selecting participants.

Any student in either the Concert Choir or Advanced Treble Choir may register for the trip, provided they are in good academic standing.

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

Director Ben O'Connor will be the supervising teacher on the trip. Parent chaperones will be assisting with supervision and managing behaviors and schedules throughout the tour.

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

The tour company, Good News Tour and Travel, includes an overnight security guard as part of the tour package. First aid supplies will be on the bus and at the hotel at all times when students are present. If a student needs medical attention, they will be accompanied by a director or chaperone at all times.

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

The total cost estimate for the trip is \$750 per person. Students and families will fund the trip, but fundraisers will occur to help offset the cost for students.

12. State evaluation procedures.

A clinic with a college choral professor (or with another high school music program) will help us evaluate our musical skills and growth. The tour will also include opportunities for both students and parents to evaluate the trip after it is complete.

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

The number and type of students requiring special assistance will be determined when the tour roster is finalized at the end of October. Improper student conduct on the trip will result in the student being sent home at his/her own expense.

Signature of Staff Member Responsible: Brian O'Connell

Date field trip request was submitted to Principal: 9/8/21

Principal/Administrator Signature and Date: Teresa Healy 9/9/21

Approved: Not Approved:

Assistant Superintendent Signature and Date: Krista Schor 9/13/21

Approved: Not Approved:

School Board Review Date: _____

Approved: _____ Not Approved: _____



610 EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): Kevin McDermott 651-226-0998 Cell

School and Program: Woodbury HS Baseball

Date of Requested Trip: March 24-30th, 2022

1. What group is taking this trip? Woodbury Varsity and JV Baseball (Junior and Seniors)

Estimated # of Students 29 Adult Supervisors 4 coaches & lots of parents too

2. Destination: Orlando, FL (KSA Events Spring Training)

Date/Time of Departure: March 24, 2022 6:45am

Date/Time of Return: March 30, 2022 2:46pm

3. State purpose and educational value of trip (attach information to form if needed).
The purpose of this trip is to provide a unique quality baseball experience for all involved and to develop individual and team skills in baseball, with an overarching development of team culture and camaraderie that builds on the foundation of our program core values of Family, Positive Energy, and Grit. This trip has always been a great help in preparing our program and players develop and be best prepared for our season and is highly supported by our parents, players, and coaches. We have typically done this trip every other year for many years now, but we were cancelled in 2020, and our flight credits from that 2020 trip expire this spring.

4. Name the manner of travel and the carrier.
Air is through Sun Country Airlines and all transportation once on the ground will be provided with our own coach bus by KSA Events.

5. State proposed housing arrangements.
Cabana Bay Resort (Orlando, FL)

6. Describe parental involvement in planning – including who, what, where, when and how.
Parent meeting hosted by the coach and KSA Events leadership via Zoom and at WHS. Many coach emails and dialogue back and forth with parents. Summer meetings at fields.
-Trip is mainly planned and coordinated by me (head coach) with parent support and help.

7. List participants (reminder to have participants complete parent/guardian permission form).
-All returning Juniors and seniors within our program. All are welcome. We will use the district and KSA Events permission forms.

8. Describe the manner of selecting participants.
All juniors and senior players in our program are invited. It is basically a once in a lifetime opportunity to travel as a Varsity/JV player since we do this every other year.

9. Indicate who will be in charge of supervising the trip.
4 HS Varsity/JV baseball coaches are the supervisors of this trip, but many parents will be in attendance to help if needed at all.

10. State the safety precautions and procedures for emergencies while on the trip.
Parent contact lists, parents permission slips and waivers with emergency information. KSA trainers on site at all events/fields throughout all field events and hotel as well.

11. Give budget costs, how trip will be funded and estimated cost per student.
Cost is all inclusive at about \$2000 per player. That includes round trip air, hotel, all meals, spending money, ground transportation, 3 scrimmage dates by MSHSL rules for both JV and Varsity, Universal Studios Theme Park Passes, practices and scrimmages, and team tshirt. This is all paid directly to KSA Events by each individual family. We do have some fundraisers available to players that want/need that option.

12. State evaluation procedures.
Evaluation will be done on a daily basis through outdoor practices and scrimmages that we would not be able to do if we were back in Minnesota. Essentially this process is much more fair to our kids and provides them with great opportunities to compete and get in baseball shape prior to our official MN schedule beginning in early April.
Tons of team bonding opportunities that greatly help our team as well throughout the week.

13. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.
Off field supervision will be helped with team check ins, team dinners, tons of time together on the baseball field each day, full team bonding activities off the field, and parental help as they will be around.

Signature of Staff Member Responsible: TC McArthur

Date field trip request was submitted to Principal: 9/14/21

Principal/Administrator Signature and Date: Gregson Dwyer

Approved: 9/14/21 Not Approved: _____

Assistant Superintendent Signature and Date: Krista Shore 9/16/21

Approved: ✓ Not Approved: _____

School Board Review Date: _____

Approved: _____ Not Approved: _____