

ADMINISTRATIVE REPORT

DATE: February 16, 2023
TOPIC: 6.10 – 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. February 17–21, 2023 – Woodbury High School Speech and Debate Team – 10 students and 2 adult supervisors will travel to Boston, MA. to participate in a speech tournament. They will travel via Delta Airlines and will stay at the Courtyard Marriott South Boston. (Sam Padmanabhan)
- b. March 4–11, 2023 – Woodbury High School Spanish Immersion Program, 24 students and 4 adult supervisors will travel to Santo Domingo, Jarabacoa and Santiago Dominican Republic. They are traveling via Education Tours and the itinerary for travel and hotel information is attached. (Leah Deiman)

RECOMMENDATION

Approval



- A chaperone will always wait at the assigned meeting or pick up point in case the student returns to that spot while others are searching.

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

Per Student: \$3150 - cost is covered by families.

12. State evaluation procedures.

Each student/family and chaperone will be asked to complete an online survey/evaluation form. Comments made by these participants will be taken into account when planning future trips.

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

Precautions

The logistics for this trip have been thoroughly planned and reviewed in preparation for the trip. Student documents (passport information) will be held by each student as well as Leah Deiman. Individual parent meetings to discuss student concerns have happened and will continue to be scheduled before departure as needed.

Special Concerns

Extensive planning and meetings have taken place regarding COVID preparedness. COVID testing is not currently required to enter the Dominican Republic or to re-enter the US upon return. We continue to work with EF Tours to monitor the safety of traveling to the Dominican Republic. Parents are aware that if their child is quarantined in the Dominican Republic, they will be supervised by a chaperone and transportation will be adjusted for alternate travel back to the US.

Signature of Staff Member Responsible: Jh B D

Date field trip request was submitted to Principal: 1/20/2022

Principal/Administrator Signature and Date: [Signature]

Approved: 1/20/23 Not Approved: _____

Assistant Superintendent Signature and Date: [Signature] 1/24/23

Approved: ✓ Not Approved: _____

School Board Review Date: _____

Approved: _____ Not Approved: _____