

ADMINISTRATIVE REPORT

DATE: August 17, 2023
TOPIC: #5.8 – Extended Field Trips
PRESENTER: Dr. Tyrone Brookins, Kelly Jansen & Kristine Schaefer
REFERENCE TO POLICY/STATUTE: 610

A. PURPOSE OF REPORT

- a. August 22–23, 2023 – Park High School Community Inclusion Center
 - 15 students and 4 adult supervisors will travel to Maple Plane, MN.
 - Travel – district vans
 - Students will explore and camp in tents
 - Supervisor, Mason Fong
- b. August 28–29, 2023 – Woodbury High School Girls Tennis Team
 - 12–14 students and 2 adult supervisors to travel to Brainard, MN.
 - Travel – Hastings Bus Company
 - Students will stay at Camp Hubert in Nisswa, MN.
 - Play competitive tennis
 - Supervisor, Gary Bystedt

B. RECOMMENDATION

- a. Approval

C. CONNECTION TO STRATEGIC PRIORITY

- a. Student Experience



8. Describe the manner of selecting participants. Varsity Girls Tennis Team.

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

10. State the safety precautions and procedures for emergencies while on the trip. We will follow standard safety procedures.

11. Give budget costs, how trip will be funded and estimated cost per student. The cost for each student will be \$40-\$50.

12. State evaluation procedures. I will have an evaluation survey to be filled out by each student.

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

Signature of Staff Member Responsible: Gary Z Bystedt

Date field trip request was submitted to Principal: 6-22-23

Principal/Administrator Signature and Date: Jodi Jeklin for 6-23-23

Approved: X Not Approved: _____

Assistant Superintendent Signature and Date: Kristi Sch 6/28/23

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): MASON FONG 414-732-6864

School and Program: Park High School Community Inclusion Center

Date of Requested Trip: 8/22/23 - 8/23/23

1. What group is taking this trip? Black Student Union, Park Asian American Club, Latinx Voice Leaders
Estimated # of Students 15 Adult Supervisors 4

2. Destination: Baker Park Reserve: Half Moon Group Camp site

Date/Time of Departure: 8/22/23 12pm

Date/Time of Return: 8/23/23 5pm

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

See Attached

4. Name the manner of travel and the carrier.

Park High School Vans

5. State proposed housing arrangements.

Camping in tents - 2309 Baker Park Rd. Maple Plain, MN. 55356

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

None

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

See Attached

8. Describe the manner of selecting participants.

These students have selected to be leaders of their respective affinity groups.

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

Mason FONG

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

We will follow safety precautions & procedures of Three Rivers Park District & South Washington County Schools.

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

Total cost is estimated \$700. at about \$46.66 per student. Lodging & programming will be funded by Three Rivers Park District.

12. State evaluation procedures.

Students will be give a survey to fillout on the way home.

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

N/A

Signature of Staff Member Responsible: Mason Fong

Date field trip request was submitted to Principal: _____

Principal/Administrator Signature and Date: J. Aech 6/8/23

Approved: X Not Approved: _____

Assistant Superintendent Signature and Date: L. Shaughnessy 6/5/23

Approved: ✓ Not Approved: _____

School Board Review Date: _____

Approved: _____ Not Approved: _____

Park High School Affinity Leader 23/24 Retreat

Participating Groups:

Black Student Union

Latinx Voice

Park Asian American Club

3. State purpose and educational value of trip.

The purpose of this trip is to work with affinity group student leaders to go over expectations of their roles and responsibilities, develop affinity leadership group building a sense of community across affinity groups, & plan for the upcoming year. This skills students will develop to enhance their education are time management, interpersonal skills, building relationships, long range planning, teamwork, & critical thinking.

7. List of participants that will be invited

Black Student Union

Abijedo Omot (President 12th)

Abdishakur Abdiaziz (Vice President 12th)

Ridwan Salat (Treasurer 12th)

Aryam Habtes (Secretary 11th)

Liya Andom (Publicist 11th)

Latinx Voice

Emily Corral Quezada (President 11th)

Jackeline Mejia (Vice President 11th)

Jacqueline Moreno (10th)

Raquel Perez (11th)

Alyah Ramirez Becerra (11th)

Park Asian American Club

Jolie Xiong (President 10th)

Serena Elijah Yang (Vice President 10th)

Elizabeth Lee (Publicist 11th)

Peter Tran (Secretary 10th)

Dylan Vang (Treasurer 10th)