

ADMINISTRATIVE REPORT

DATE: May 23, 2024
TOPIC: 6.11 – Extended Field Trips
PRESENTER: Dr. Tyrone Brookins, Kelly Jansen & Kristine Schaefer
REFERENCE TO POLICY/STATUTE: 610

A. PURPOSE OF REPORT

- May 31- June 2, 2024 – Woodbury High School Frisbee Club
 - 15 students and 4 adult supervisors will travel to Coon Rapids, MN.
 - Travel – District vans
 - Students will stay at the Country Inn & Suites, Coon Rapids, MN.
 - Tournament
 - Supervisor, Cari Jo Drewitz
- March 27-30, 2025 – East Ridge and Woodbury High School Choir
 - 45 students and 5 adult supervisors will travel to Nashville, TN,
 - Travel – Minnesota Coaches Bus
 - Students will stay at Holiday Inn and Suites, Antioch, TN,
 - Attend professional performances, college visit and clinic
 - Supervisor, Elizabeth Gullick
- June 15-21, 2025 – Woodbury High School Speech and Debate Team
 - 10 students and 3 adult supervisors will travel to Des Moines, IA.
 - Travel – District vans
 - Students will stay at the LaQuinta Inn, St. Clive, IA.
 - Competition
 - Supervisor, Lily Pieper



B. RECOMMENDATION

- Approval

C. CONNECTION TO STRATEGIC PRIORITY

- Student Experience





South Washington County Schools
Cottage Grove, MN

610 EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): Cari Jo Drewitz, Cell: 763-458-9892

School and Program: Woodbury High School, Ultimate Frisbee Club

Date of Requested Trip: May 31-June 2, 2024

1. What group is taking this trip? Woodbury High School Ultimate Frisbee
Estimated # of Students 15 Adult Supervisors 2 coaches, 2 chaperone

2. Destination: Coon Rapids, MN
Date/Time of Departure: May 31, 5:30PM
Date/Time of Return: June 2, 2024, approx 4 PM

3. State purpose and educational value of trip (attach information to form if needed).
The team would compete in an out of state tournament. The trip allows team building as well as playing against some strong teams from high schools outside of Minnesota.

4. Name the manner of travel and the carrier.
School District vans. WHS vans have been reserved.

5. State housing arrangements (must include name, address and phone number of hotel).
The team will be staying within 3 miles of the tournament site.
Country Inn & Suites
155 Coon Rapids Blvd. NW
Coon Rapids, MN, 55433, US

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

Multiple parents will be going through the process to become Mn Ultimate certified chaperones to assist in the execution of this trip.

Molly Nystel and Leigh Rekow are helping to organize the parent involvement for Woodbury.

Parent involvement could include:

- Coordinating and setting up breakfast, lunch, dinner, and snacks
- Hotel checks
- Coordinating student outings during the evenings
- Parent coordination

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

Aidan Coon
Anthony Manor
Ayden Lowery
Brady Traynor
Blake Parkinson
Davin Olafson
Ethan Kiffmeyer
Eli Nystel
Jacob McGregor
Jeyi Park
Josh Thomas
Luke Vasterling
Matthre Rosemeyer
Mason Rekow
Owen Southworth
Tommy Anderson

8. Describe the manner of selecting participants.

This event is a varsity sports event. The athletes selected to play on the Woodbury Varsity Ultimate team will be able to attend. We will be bringing approx. 12-15 athletes.

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

Cari Jo Drewitz and Dustin Nystel

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

There will be a chaperone phone tree in place for any issues that arise that do not directly need emergency medical supervision. Student athletes will not be allowed to leave the hotel/team site without the supervision of an adult chaperone and sign out. Once in the hotel a curfew will be set for 10PM. At this time there will be a bedroom check conducted by the chaperones to again verify that all athletes are accounted for in their designated rooms. Individual rooms will have captains or leaders in each to assure proper behavior.

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

Expenses:

Hotel – \$2100

- 7 rooms for 2 nights at \$133 per night
- Numbers based on 15 athletes, 2 coaches and 2 chaperones

Tournament Fee – \$500 (part of regular season fees)

Motor Pool Van – Gas costs – Approx. \$50

Food – \$500

Estimated cost per student: \$175

12. State evaluation procedures.

N/A

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

N/A

Signature of Staff Member Responsible: Caro Perry

Date field trip request was submitted to Principal: 5/7/24

Principal/Administrator Signature and Date: Jodi Fickler Sub 5/7/24

Approved: Not Approved:

Assistant Superintendent Signature and Date: Krista Schu

Approved: Not Approved:

School Board Review Date: _____

Approved: _____ Not Approved: _____

