SOUTH WASHINGTON COUNTY SCHOOLS
SCHOOL BOARD
7362 East Point Douglas Rd S.
Cottage Grove, MN 55016

ADMINISTRATIVE REPORT

DATE: May 21, 2026
TOPIC: 6.9 – Extended Field Trips
PRESENTER: Dr. Tyrone Brookins, Kelly Jansen & Kristine Schaefer
REFERENCE TO POLICY/STATUTE: 610

A. PURPOSE OF REPORT

- August 29-30, 2026 – Park High School Girls Soccer
  - 40 students and 5 adult supervisors will travel to Bloomington, MN.
  - Travel –833 bus
  - Students will stay at the Great Wolf Lodge, Bloomington
  - Team bonding
  - Supervisor, Stacy Paleen

- September 4-5, 2026 – Woodbury High School Cross Country
  - 50 students and 5 adult supervisors will travel to Sioux Falls, SD.
  - Travel – Jefferson Bus Lines
  - Students will stay at the Quality Inn & Suites
  - Track meet & team bonding
  - Supervisor, Geoff Stevens

- January 9-10, 2027 – East Ridge High School Wrestling
  - 22 students and 6 adult supervisors will travel to Duluth, MN.
  - Travel – District vans
  - Students will stay at the Holiday Inn Express & Suites Superior
  - Tournament
  - Supervisor, Jon Balagot & Martia Fuller

- February 12-13, 2027 – East Ridge High School Wrestling
  - 6 students and 2 adult supervisors will travel to Redwood Falls, MN.
  - Travel – District vans
  - Students will stay at the Redwood Lodge
  - Tournament
  - Supervisor, Jon Balagot & William Wilder

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): Stacy Paleen 651-283-5932

School and Program: Park High School – Girls Soccer

Date of Requested Trip: August, 2026 29th

1. What group is taking this trip? Park Girls Soccer JV and Varsity

   Estimated # of Students 40 Adult Supervisors 5

2. Destination: Great Wolf Lodge Bloomington, MN

   Date/Time of Departure: August , 2026 29th

   Date/Time of Return: August , 2026 30th

3. State purpose and educational value of trip (attach information to form if needed).
   To create a positive, team bonding experience for our JV and Varsity players.

4. Name the manner of travel and the carrier.
   A school bus will transport us to the hotel and parents will pick up players on Sunday.

5. State proposed housing arrangements.
   Great Wolf Lodge - Bloomington

6. Describe parental involvement in planning – including who, what, where, when and how.
   Booster Club is sponsoring this activity by providing some of the funding and breakfast in the morning.

7. List participants (reminder to have participants complete parent/guardian permission form).
   All JV and varsity soccer players as determined in August during tryouts.

8. Describe the manner of selecting participants.
   See above.

9. Indicate who will be in charge of supervising the trip.
   Co-head Coaches Stacy Paleen and Abby Kirsch

10. State the safety precautions and procedures for emergencies while on the trip.
We will follow the safety producers of the Great Wolf Lodge. Athletes will not be allowed to leave the premises until being picked up by a parent or guardian in the morning.

11. Give budget costs, how trip will be funded and estimated cost per student.
Athletes will be asked to contribute $50 and booster club is covering the rest.

12. State evaluation procedures.
Creating a team bonding atmosphere

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

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Signature of Staff Member Responsible: Stacy Paleen

Date field trip request was submitted to Principal: 5/4/26

Principal/Administrator Signature and Date: 5/7

Approved: X Not Approved: _____

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Assistant Superintendent Signature and Date: 5/8/26

Approved: ✓ Not Approved: _____

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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): Geoff Stevens 651-263-5274

School and Program: Woodbury High School Cross Country

Date of Requested Trip: 9/4 - 9/5/2026.

1. What group is taking this trip? Cross Country

   Estimated # of Students 50 Adult Supervisors Geoff Stevens, Missy Jungbauer,Emily Firchu, Parent volunteers

2. Destination: Sioux Falls South Dakota

   Date/Time of Departure: 9/4/2026 10:00am

   Date/Time of Return: 9/5/2026 2:00pm

3. State the purpose and educational value of trip (attach information to form if needed).
   Cross Country meet/Team Bonding

4. Name the manner of travel and the carrier.
   Charter Bus
   Jefferson Bus Lines

5. State proposed housing arrangements.

   Quality Inn and Suites
   5410 N Granite Lane
   Sioux Falls, SD 57107

6. Describe parental involvement in planning – including who, what, where, when and how.
   Katie Olives Booster Club President and other parent volunteers
   The booster club will be paying for some of the cost of the trip (food, drinks, etc)

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

8. Describe the manner of selecting participants.
Cross Country athletes

9. Indicate who will be in charge of supervising the trip.
Geoff Stevens & Emily Firchu

10. State the safety precautions and procedures for emergencies while on the trip.
We will have student health forms and emergency contact information

11. Give budget costs, how the trip will be funded and estimated cost per student.
Students and booster club will cover costs
Booster club and a fee for the students to cover the hotel rooms

12. State evaluation procedures.

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

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Signature of Staff Member Responsible: _____

Date field trip request was submitted to Principal: 4/23/2026

Principal/Administrator Signature and Date: Jodi Locke 4/24/26

Approved: X Not Approved: _____

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Assistant Superintendent Signature and Date: _____ 5/14/26

Approved: ✓ Not Approved: _____

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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):

Jon Balagot- Head Wrestling Coach: 651.724.5243, j.balagot_160@yahoo.com
Martia Fuller assistant wrestling coach 3143232751 Martiafuller@gmail.com
Austin Leflay – Assistant Wrestling Coach 6512390406
William Wilder – Girls Head coach, Assistant Varsity Coach 7632136188
Aedon Oberdorfer – Assistant Wrestling Coach 6514345964
Nick Perez – Assistant Wrestling Coach 6516002181

School and Program: East Ridge High School, Wrestling

Date of Requested Trip: 1/9/27-1/10/27

1. What group is taking this trip? Wrestling

   Estimated # of Students 22 Adult Supervisors 6

2. Destination:
   Holiday Inn Express & Suites Superior - Duluth Area by IHG

   Tournament venue: 2600 Catlin Ave, Superior, WI 54880

   Date/Time of Departure: 1/9/26 500am
   Date/Time of Return: 1/10/26 100pm

3. State purpose and educational value of trip (attach information to form if needed).
   Wrestling tournament: education, competition, and learning through the sport of wrestling.

4. Name the manner of travel and the carrier.
   South Washington county district vans

5. State housing arrangements (must include name, address and phone number of hotel).
   Holiday Inn Express & Suites Superior - Duluth Area by IHG
   Address: 303 2nd Ave E, Superior, WI 54880
   Phone: (715) 392-3444

6. Describe parental involvement in planning – including who, what, where, when and how.
Booster club including parent board members, high school team parents, and high school coaches, through booster club meetings and previous travel.

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

Student First Name	Student Last Name
MADELINE	BARBEAU
GARRETT	BERTLING
HOLDEN	BERTLING
LOUIS	FINCH
DANICA	FUELLING
JACKSON	FULLER
KENNEDEE	HEROFF
JOHN	HEROFF
BAKER	JOHNSON
KRISHEN	LIYANAPATHIRANAGE
OWEN	MARTENS
ELI	MOE
DANIEL	PEREZ
LIESEL (Ollie)	REINBOLD
GRETA	REINBOLD
AMELIA	RICHARDSON
CREW	ROACH
ZANE	TEW
YENGKONG	THAO
ETHAN	THOMAS
ETHAN	WRIGHT
PEYTON	YANG

(new team members TBD 11/18/26)

8. Describe the manner of selecting participants.
Wrestling team/roster

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

Jon Balagot- Head Wrestling Coach:
Martia Fuller assistant wrestling coach
Austin Leflay – Assistant Wrestling Coach 6512390406
William Wilder – Girls Head coach, Assistant Varsity Coach
Aedon Oberdorfer – Assistant Wrestling Coach
Nick Perez – Assistant Wrestling Coach

10. State the safety precautions and procedures for emergencies while on the trip.
Students emergency contacts will be used in case of emergency while on the trip to be notified immediately. If a student is injured on the trip, the students emergency contact will be notified immediately and student should either be taken home with the parent, or brought to medical care depending on the severity of the injury.

11. Give budget costs, how trip will be funded and estimated cost per student.
Total cost staff, students, and driver: $2200, cost per student $104. Expenses will be funded by the Raptor Takedown Club (wreslting booster club)

12. State evaluation procedures.
Throughout the trip, students should be respectful, and engaging in learning, completing, team bonding, and comradery. Students should be expected to learn on and off the mat while aso being engaged on their matches and the matches of their teammates. Field trips and tournaments are an extension of the classroom and should be treated as such.

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

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Signature of Staff Member Responsible: _____

Date field trip request was submitted to Principal: Sara Pabich 4/21/26

Principal/Administrator Signature and Date: _____ 4/21/26

Approved: X Not Approved: _____

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Assistant Superintendent Signature and Date: _____

Approved: _____ Not Approved: _____

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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):

Jon Balagot- Head Wrestling Coach: 651.724.5243, j.balagot_160@yahoo.com
William Wilder – Girls Head coach, Assistant Varsity Coach 7632136188

School and Program: East Ridge High School, Wrestling

Date of Requested Trip: 2/12/27-2/13/27

1. What group is taking this trip? Wrestling

   Estimated # of Students 6 Adult Supervisors 2

2. Destination:
   Lodging: Redwood Lodge 1382 East Bridge St, Redwood Falls, MN, US

   Tournament venue: Redwood Valley High School
   Address: 100 George Ramseth Dr, Redwood Falls, MN 56283

   Date/Time of Departure: 2/12/27 12:00pm
   Date/Time of Return: 2/13/27 6:00pm

3. State purpose and educational value of trip (attach information to form if needed).
   Wrestling tournament: education, competition, and learning through the sport of wrestling.

4. Name the manner of travel and the carrier.
   South Washington county district vans

5. State housing arrangements (must include name, address and phone number of hotel).
   Lodging: Redwood Lodge 1382 East Bridge St, Redwood Falls, MN, US

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

Booster club including parent board members, high school team parents, and high school coaches, through booster club meetings and previous travel.

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

Student First Name	Student Last Name
MADELINE	BARBEAU
DANICA	FUELLING
KENNEDEE	HEROFF
LIESEL (Ollie)	REINBOLD
GRETA	REINBOLD
AMELIA	RICHARDSON

(new team members TBD 11/18/26)

8. Describe the manner of selecting participants.
Wrestling team/roster

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

Jon Balagot- Head Wrestling Coach:
William Wilder – Girls Head coach, Assistant Varsity Coach

10. State the safety precautions and procedures for emergencies while on the trip.
Students emergency contacts will be used in case of emergency while on the trip to be notified immediately. If a student is injured on the trip, the students emergency contact will be notified immediately and student should either be taken home with the parent, or brought to medical care depending on the severity of the injury.

11. Give budget costs, how trip will be funded and estimated cost per student.
Total cost staff, students, and driver: $750: funded by school for section/playoff trips over 30 miles. $93/person.

12. State evaluation procedures.
Throughout the trip, students should be respectful, and engaging in learning, completing, team bonding, and comradery. Students should be expected to learn on and off the mat while aso being engaged on their matches and the matches of their teammates. Field trips and tournaments are an extension of the classroom and should be treated as such.

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

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Signature of Staff Member Responsible: _____

Date field trip request was submitted to Principal: 3/17/26

Principal/Administrator Signature and Date: Sara Pluchek 4/21/26

Approved: X Not Approved: _____

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Assistant Superintendent Signature and Date: _____

Approved: _____ Not Approved: _____

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School Board Review Date: _____

Approved: _____ Not Approved: _____