


School Sanctioned Trips Approval Form

Hastings ISD 200

Department/Staff Coordinating	Mark Cernohous - 8th Grade					
Fund 10 & Account Name	R 11 130 211 000 050 556 (Eagle Bluff Budget)					
Fund 11 & Account Name	E 01 130 291 733 360 000 422 000 (HMS Transportation Budget)					
Purpose	Provide 8th grade students with an overnight, outdoor educational and team building experience.					
Destination	Eagle Bluff Environmental Learning Center					
Type(s) of Transportation	Minnesota Coaches					
Dates	Depart:	Date 11/17/25 11/19/25	Time 8:30 am	Return:	Date 11/19/25 11/21/25	Time 2:30 pm
Cost per student	\$ 95 - \$150		Attach copy of payment schedule for inclusion in Online Payment System			
? Student drops out after paying	Department decision due to cost already incurred					
? Payment was fundraised \$'s	Required to stay in activity account because was earned as tax-exempt					
# Students participating	307 8th grade students (85% participation estimate = 260)					
# Chaperones needed	14 per half					
All chaperone fees are the responsibility of the chaperone (not including activity affiliated staff members)						
How are you ensuring equitable access for students of need?	Families will have the ability to request financial aid via a full or partial scholarship. This year we also have a Butter Braid fundraiser that was approved in the July board meeting.					
Are there any additional pre-trips or other unique arrangements?	No.					
It is the advisor's responsibility to communicate how funding for pre-trips is incorporated into trip fees						
P-Card-Other Expenses	\$ N/A		Purpose			
All receipts must be obtained and returned at the end of the trip						
Principal Approved	Signature 			Date 9/17/2025		
Superintendent Reviewed	Signature			Date		
Board Reviewed	Signature			Date		