

## School Board Approval of Overnight Field Trip

*A World-Class Community of Learners*

**Any staff requesting an overnight field trip activity for students are required to get advance School Board approval before advertising to students and parents.**

<b>Completed by</b> Jennifer Bardenpratt		<b>Subject area</b> Robotics	<b>Date of request</b> 2/1/2026
<b>Name of school and staff member(s) planning trip</b> Andrea Mulry			
<b>Name and address of outside sponsoring group</b> N/A		<b>Name of travel agent selected</b> N/A	
<b>List fees or expenses that will be paid by the travel agent to the staff member</b> N/A		<b>What are the limits of liability by travel agent? (attach copy of insurance statement)</b> N/A	
<b>Number of students on trip</b> 13		<b>Number of school days missed</b> 2	
<b>Educational objectives of proposed trip</b> To compete in Iowa Regional FIRST robotics competition			
<b>Location of trip (city, state, country)</b> Cedar Falls, Iowa, USA	<b>Dates of trip</b> March 25-29, 2026		<b>Events (if any)</b> Iowa Regional Robotics Competition
<b>Number of staff attending</b> 2 coaches, 2 volunteer mentors	<b>Number of parents attending as chaperones</b> 0	<b>Who pays for staff and parent expenses?</b> Robotics Team	
<b>Expenses paid by district</b> \$0	<b>Will the district provide a substitute?</b> yes	<b>How many days?</b> 5	
<b>Cost per student</b> \$1,500 for competition fees, hotel, and food. Not including bus fees	<b>Expenses paid by fund-raising or sponsor</b> \$ALL (minus student expenses and fee)	<b>Expenses paid by students</b> \$0 per student	
<b>Special travel and lodging arrangements</b>	Stay at Holiday Inn Express & Suites in Cedar Falls/Waterloo Iowa, travel via bus with trailer	<b>Itinerary (including dates)</b> Attached	
<b>Will you include information that will be provided to parents/students for advertising the trip?</b>		<b>Will you complete parent approval for students to receive emergency needed treatment?</b>	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Attached		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Attached	
<b>Will be brought to the School Board for action at the School Board meeting date?</b> February 17, 2026			

**Approved by:**

<b>Principal</b> <i>Tal Mc</i>	<b>Superintendent</b>
<b>Date</b> <i>2/13/26</i>	<b>Date</b>



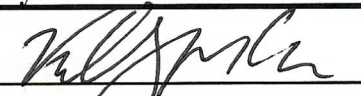
A World-Class Community of Learners

## School Board Approval of Overnight Field Trip

**Any staff requesting an overnight field trip activity for students are required to get advance School Board approval before advertising to students and parents.**

<b>Completed by</b> Jennifer Bardenpratt	<b>Subject area</b> Robotics	<b>Date of request</b> 2/1/2026
<b>Name of school and staff member(s) planning trip</b> Andrea Mulry		
<b>Name and address of outside sponsoring group</b> N/A	<b>Name of travel agent selected</b> N/A	
<b>List fees or expenses that will be paid by the travel agent to the staff member</b> N/A	<b>What are the limits of liability by travel agent? (attach copy of insurance statement)</b> N/A	
<b>Number of students on trip</b> 13	<b>Number of school days missed</b> 2	
<b>Educational objectives of proposed trip</b> To compete in Northern Lights Regional FIRST robotics competition		
<b>Location of trip (city, state, country)</b> Duluth, MN, USA	<b>Dates of trip</b> March 4-7, 2026	<b>Events (if any)</b> Northern Lights Regional Robotics Competition
<b>Number of staff attending</b> 2 coaches, 2 volunteer mentors	<b>Number of parents attending as chaperones</b> 0	<b>Who pays for staff and parent expenses?</b> Robotics Team
<b>Expenses paid by district</b> \$0	<b>Will the district provide a substitute?</b> yes	<b>How many days?</b> 5
<b>Cost per student</b> \$1,500 for competition fees, hotel, and food. Not including bus fees	<b>Expenses paid by fund-raising or sponsor</b> \$ALL (minus student expenses and fee)	<b>Expenses paid by students</b> \$0 per student
<b>Special travel and lodging arrangements</b> Stay at Lift Bridge in Duluth, MN, travel via bus with trailer	<b>Itinerary (including dates)</b> Attached	
<b>Will you include information that will be provided to parents/students for advertising the trip?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Attached	<b>Will you complete parent approval for students to receive emergency needed treatment?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Attached	
<b>Will be brought to the School Board for action at the School Board meeting date?</b> February 17, 2026		

Approved by:

<b>Principal</b> 	<b>Superintendent</b>
<b>Date</b> 2/13/26	<b>Date</b>