



District Service Center  
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**ADMINISTRATIVE REPORT**

TO: Members of the School Board  
Keith Jacobus, Ph.D., Superintendent

FROM: Jennifer Thomas, Office Coordinator for Assistant Superintendents for  
Academic Excellence and Accountability Mike Johnson and Julie  
Nielsen

DATE: June 14, 2018

TOPIC/PURPOSE OF REPORT: Extended Field Trips

REFERENCE TO POLICY/STRATEGIC PLAN: Policy 610, Field Trips

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: June 21, 2018

**REPORT**

The following extended field trips have been submitted for approval per Policy #610:

- **July 11-16, 2018** – Park High School Trap Team– 6 students and 3 adult supervisors will travel to Mason Michigan. Transportation will be provided by the parents of the students and they will be staying at Marriott Lansing Michigan. The students will participate in the National Trap Tournament. **(Pete Soukup)**
- **August 26-27, 2018** – East Ridge High School Girls’ Varsity Tennis Team – 12 students and 3-4 adult supervisors will travel to Brainerd, MN. to compete in an early season tournament. They will stay at Camp Lake Hubert for girls in Nisswa, MN. **(Jon Rydberg)**









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Signature of Staff Member Responsible: 

Date field trip request was submitted to Principal: 6/8/18

Principal/Administrator Signature and Date:  6/11/18 

Approved:  Not Approved:

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Assistant Superintendent Signature and Date:  6.12.18

Approved:  Not Approved:

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School Board Review Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_