



Excursions and Trips Request Form

Code 603.3-E

Exhibit 1007.2

Date Request Received by CFO/COO: 1/5/26

A written request for overnight excursions/trips must be submitted to the Chief Financial/Operating Officer **NOT LESS THAN FOUR WEEKS PRIOR TO THE PROPOSED EXCURSION/TRIP AND PRIOR TO ANY TRAVEL ARRANGEMENTS BEING FINALIZED.**

Overnight excursions/trips require prior approval of the building administrator, the superintendent [or designee], and the school board. In authorizing excursions/trips, the building principal will consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent including the participation of the membership of the regular activity group. Students who have graduated may not participate in school sponsored excursions/trips unless the event is sanctioned by the state athletic associations.

THE REQUEST WILL INCLUDE:

- Rationale for the excursion/trip including the purpose and objectives
 - Clarification if request is dependent upon pre-qualifying for event
 - Detailed plans for student supervision
 - Proposed itinerary
 - Cost and source of funding
 - Number of student participants
 - Copy of required participation paperwork
- Within three weeks of the completion of the excursion/trip the sponsor will submit a written summary of the event to the building principal.
 - The building will be responsible for obtaining a substitute teacher if one is needed.
 - Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

EXCURSION/TRIP CRITERIA: The following checklist **MUST BE** signed and submitted to the Chief Financial/Operating Officer with required documentation **NOT LESS THAN 4 WEEKS PRIOR TO** the proposed excursion/trip and prior to any travel arrangements being finalized:

Group: Model United Nations Submitted by: Hank Gehrels
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." <i>Reference Board Policy 603.3.</i>	✓
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	✓
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	✓
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. <i>Reference Board Policy 603.3.</i>	✓
Common Experience	<i>Recommended</i>	This excursion/trip is a common experience that all students at this grade level or activity group should have.	✓
Multi-disciplinary	<i>Recommended</i>	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	✓
Building Principal Approval	<u>Zach Maff</u>		Date <u>12/19/25</u>
Chief Financial/Operating Officer Approval	<u>Hank Gehrels</u>		Date <u>1/5/26</u>
Board of Directors Approval			Date

Linn-Mar Model UN February 24, 25, 26 @ Muscatine Future Leaders Model UN Summit

- Purpose:** Students will be attending the Muscatine Future Leaders Summit. Seventeen Linn-Mar students will be attending along with students from across the state as well as 100 students from China,
- Pre-Planning:** For this year's conference Linn-Mar will be representing Japan and Denmark. Students will be calculating the positions of their assigned countries and will represent those at the conference by offering debate on topics from the position of their country. Those topics and committees are in an attached document. In an effort to have students understand the positions of their country, they will write position papers about their topics that correlate to the positions held by their country.
- Follow-Up:** Students will debrief the activity at our weekly Model UN meeting discussing the survey that is addressed in the Assessment portion of this document.
- Assessment:** See attached survey.
- Funding:** As we could only take a limited number of students, costs for this conference will be paid by the students themselves. Parents were made aware of the requirement for financial obligation prior to students signing up for this conference. All meals and conference fees are being paid by the Stanley Foundation in Muscatine. The only cost incurred by students will be for hotel rooms. Lodging will be at the Best Western in Muscatine Iowa, located at 305 Cleveland Street Muscatine Iowa.
- Cost \$103.04 per room for 8 Rooms x 2 nights= 86.77 per participant**
- Common Experience:** The overall benefit of this activity is to involve the students in working to find solutions to global problems. In doing so, the students experience the activity through the lens of another country while working together with students from all over the state of Iowa and China.
- Multi-Disciplinary:** This activity has incorporated not only social studies content but also utilization of writing a position paper as well as debate skills. Students will also develop an understanding of parliamentary procedure. As part of this activity, students will also have a cultural exchange with 100 students from China.
- Transportation:** Acquired through the Linn-Mar Transportation Department.

Itinerary:

Conference Schedule

The schedule is subject to change. A finalized schedule will be provided at conference registration. The conference will be held at the Merrill Hotel, 119 W. Mississippi Drive, Muscatine, Iowa, USA.

Tuesday, February 24, 2026

- 5:00 - 6:00 PM** Registration
- 6:00 - 7:00 PM** Opening Ceremony & Dinner
- 7:00 - 8:00 PM** Training and School-led Activities
- 8:10-9:30 PM** Committee Introductions and Practice
- 10:30 PM** Curfew

Wednesday, February 25, 2026

- 8:45-9:45 AM** Breakfast
- 10:00-12:00 AM** Committee Session I
- 12:10-12:30 PM** School-led Activities
- 12:30-1:20 PM** Lunch
- 1:20-1:50 PM** School-Led Activity
- 2:00-5:30 PM** Committee Session II (includes 30-minute break)
- 5:40-6:00 PM** School-Led Activity
 - Dinner with Keynote Speaker Dina Buchbinder Auron
 - Dina Buchbinder is the Founder and President of Education for Sharing (E4S), an international nonprofit that cultivates global citizenship through the power of play.
- 7:30-7:50 PM** School-Led Activity - Mississippi Ballroom, 6th floor
- 8:00-9:30 PM** Committee Session III
- 10:30 PM** Curfew

Thursday, February 26, 2026

- 9:15-10:45 AM** Friendship Activity — Breakfast & Bowling at Rose Bowl
- 11:15 AM-3:00 PM** Committee Session IV
- 12:30-1:30 PM** Rotating Lunch by committee
- 3:10-4:00 PM** Closing Ceremony

Accommodations: Hampton Inn: Muscatine, Iowa

Student Name: _____

Nation Represented: _____

Committee: _____

Topic: _____

Number of Amendments Proposed:
Number of Amendments Passed:
Nations that you caucused with:
Number of times you participated in Debate:
Reflect on your success as a delegate at the conference: