



4/3/24 to 4/6/24

Code 603.3-R2

ADMINISTRATIVE REGULATIONS REGARDING
FIELDTRIPS AND EXCURSIONS – REQUEST FORM

Exhibit 805.2

A written request for overnight trips must be submitted to the building principal not less than four weeks prior to the proposed trip and prior to any travel arrangements being finalized. The request will include: objectives and purposes of the trip; the need, rationale, and justification for an overnight trip; detailed plans for student supervision on the trip; and a complete itinerary and budget of the trip. The school district will be responsible for obtaining a substitute teacher if one is needed. Following fieldtrips and excursions, the teacher shall submit a written summary of the event.

- Overnight trips involving high school students will require the prior approval of a high school administrator and the superintendent, or designee.
- Overnight trips for the middle and elementary school students will require the prior approval of the Board of Directors.

In authorizing fieldtrips, the principal shall 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 fieldtrips unless the event is sanctioned by the state athletic associations.

Fieldtrip Criteria:

The following checklist must be submitted for overnight trips along with the required documentation:

Fieldtrip Group: LM Robotics Submitted by: Dan Niemitalo
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Yes	No
Purpose	Required	The purpose of the fieldtrip/work site visit is clearly defined and "... is a vital part of the curriculum or current activity." Reference: Board Policy 603.3	✓	
Pre-Planning	Required	There is evidence of pre-planning that will maximize the learning experiences of students on this fieldtrip/work site visit. This should include a prior visit by the teachers in charge. This could include evidence that a conscious decision has been made as to whether this fieldtrip/work site visit or excursion is an initial common experience or a culminating experience.	✓	
Follow-up	Required	There is evidence of planning for follow-up in order to maximize the learning experiences of students on this fieldtrip/work site visit or excursion.	✓	
Assessment	Required	There is evidence that students will be required to demonstrate their understanding of the learning/s expected from this experience.	✓	
Funding	Required	A source of funding has been determined that meets Department of Education and District guidelines. Reference: Board Policy 603.3	✓	
Common Experience	Recommended	This fieldtrip/work site visit is a common experience that all students at this grade level or activity group should have.	✓	
Multi-disciplinary	Recommended	This fieldtrip/work site visit, excursion addresses more than one curricular area and offers the opportunity for curriculum integration.	✓	
School Administrator Approval		<u>Zach Myrdorf</u> Date <u>2/29/24</u>		
District Administrator Approval		<u>Steve Glass</u> Date <u>3/4/24</u>		
Board Approval		Date		

- Students who are eligible for a fee waiver will be covered through the use of contingency or discretionary funds as appropriate.

Adopted 2/1/99 Reviewed 9/08; 7/11; 9/12; 9/13; 2/15 Revised 10/08; 1/10; 8/16

Purpose of Field Trip

Linn-Mar Robotics Mission Statement:

Empowering students to become technology leaders through experiential learning and mentorship.

Our team's activities flow from our mission statement. This competition trip meets our goals in a variety of ways.

- Provide students with experiences that are similar in many ways to the business world; that includes communicating in a professional manner with people from other organizations, solving problems on a tight time table, using technical knowledge in a high pressure situation, looking for best practices within other organizations, marketing our team and our "product" to other organizations, and more.
- Practice leadership in a variety of settings within the competitions; that includes leading the scouting effort, leading the drive team, organizing the pits, acting as a safety captain, and more.
- Practice many of the relevant technical and non-technical skills we have been working on in LM Robotics, including troubleshooting, programming, problem solving, communication, and data management.
- Attempt to advance to the FIRST World Championship in April in Houston. Attending this event would be a very inspiring opportunity for all students involved.
- Learn best practices from other teams. Some of the teams that will be in attendance at this event are world class teams with really well organized, highly respected, and historically successful programs.

Pre-Planning and Follow-Up

Every student will be assigned one or more roles prior to the trip. These role descriptions include preparation that is to be done prior to the trip. All of the roles include a follow-up component, such as reporting to the team on best practices learned from other teams.

Roles have been provisionally assigned (attached), but in the coming weeks we will refine these roles as the competition approaches.

Assessment

The trip will be assessed in multiple ways. The competitive success of the team is one such measure; we hope to rank highly enough to be alliance captains, then advance through elimination rounds and win the tournament.

After we return from the event, we will have a significant debriefing meeting with the team. Students in the various roles will discuss their findings, and we will create a list of resulting tasks to be done. This information will create jobs for students to work on in future meetings, and that work will help the team get better at accomplishing our mission.

One of the benefits of this event is that it can inform our future work. We will use what we learn on this trip to direct our FRC team's workload in the coming weeks and months.

We will either qualify for the FIRST Championship in Houston, or this will be our final FRC competition of the season. If we are heading to Houston, we will have plenty of work to assess our performance and make what improvements we can ahead of the big show. If we go to the offseason, we will still be looking for ways to improve heading into next season. At that point we will focus on summer camps and training and recruitment for next year, but our work next year will be based on making improvements over this year's performance in areas such as autonomous programming, CAD skills, and organization for awards presentations.

Overnight Field Trip Request - Linn-Mar Robotics

Trip Date: 04/03/24-04/06/24

2024 Seven Rivers FRC Regional Competition, LaCrosse, WI, Submitted: 02/29/24

Funding – Travel

Travel expenses are paid for by students' families. The trip is optional, and we will explore scholarship possibilities if students have a financial need and want to attend.

Projected expenses are as follows:

Hotel Rooms: \$190 x 5 rooms x 3 nights	\$2850
Rental Vans (3 vans x 3 days):	\$800
Van gas:	\$150
Group lunch / breakfast food	\$350
Approximate Total:	\$4150

With adult mentors paying their hotels separately and approximately 13 students attending, and pricing that balances the cost of this trip with the other trip, this puts the cost per student at \$280 per student. Students' families will pay for the costs before the trip. Students will also be responsible for bringing money along for three supper meals on the road and a breakfast meal (concessions) at the competition venue: (approximately \$60). Lunch and breakfast meals will be provided as part of the trip cost.

Funding – Other Expenses

The registration fees and parts/tools costs for this event are covered by the LM Robotics general budget.

The robot is already built, but we continue to work on upgraded mechanisms to improve our performance at the event.

LM Robotics' general budget (HS clubs account 21.0109.1900.950.7426) is funded as follows:

- Donations from businesses and non-profit organizations
- Donations from families and mentors
- LM Booster Club support
- Fundraising through summer robotics and Lego camps

Common Experience

The competitions are the most exciting and energizing parts of our endeavors. These competitions motivate students to work very hard and achieve some impressive things. Often when students come back from their very first competition, they come back with a higher level of motivation and go on to become stronger contributors. Also, competitions give them some experiences that they don't get in the shop. For example, they work cooperatively with allies from other schools even as they compete with them (FIRST refers to this highly workplace-relevant dynamic as "coopertition"). They act as ambassadors to introduce spectators to FIRST and its goals and principles. They give their award presentations to judge panels. They work to solve tricky unexpected problems in the very short time available – often just minutes.

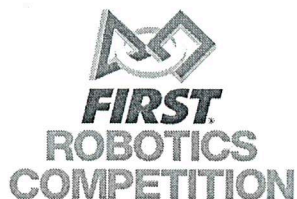
FIRST emphasizes an ethos of Gracious Professionalism at all meetings and events related to FIRST. Students and mentors are expected to behave professionally, but also to relate in a friendly and helpful way to everybody, including competitors. It is common to see one team helping another team at events, even if they know they will face each other in the next match. The goal is for everybody to compete at an increasingly high level. Gracious Professionalism is a standard of behavior that will serve students very well when they become technology leaders.

Multi-Disciplinary:

The students will use and be exposed to many different STEM skills on any robotics trip; those include mechanical design, programming, and electronics. Beyond the many STEM skills, they also put their communication, leadership, and interpersonal skills to the test. The scouting team organizes itself complete a marathon of data collection, and then they have to organize and disseminate that data using a combination of paper, face to face communication, excel, and web application use. The drive team has to assert itself tactfully to advocate for the best strategies for our team and for our entire alliances, even when the alliance partners may sometimes start off with dearly held, yet suboptimal strategic plans. The pit crew must work safely yet quickly and effectively to keep the robot running even when they have only minutes to work. The software team has to keep their cool and maintain their creativity as they tackle vexing bugs that pop up at the least convenient times. Business oriented members of the team will focus partly on scouting other team's organizational and business practices with plans to share ideas with our team later on. All students will be required to frequently practice effective communication with people they don't know.

2024 Seven Rivers Regional Trip Itinerary
FIRST Robotics Regional Competition
LaCrosse, WI

<p>Wednesday, 4/03/24</p> <p>12:00 PM Dismiss from class, lunch at LMHS</p> <p>12:15 PM Mentors pick up vans</p> <p>12:45 PM Load vans</p> <p>11:00 PM Depart from LMHS</p> <p>4:00 PM Check into hotel</p> <p>5:00 PM Early supper (5 load-in people)</p> <p>6:00 PM Load in at venue (5 people)</p> <p>6:00 PM Supper near hotel (other people)</p> <p>8:00 PM Quick team meeting</p> <p>10:30 PM In rooms</p> <p>11:00 PM Lights out</p> <p>Thursday, 4/04/24</p> <p>7:45 AM Breakfast at hotel</p> <p>8:25 AM Walk to arena (across the street)</p> <p>8:30 AM Arrive at arena</p> <p>Team check in</p> <p>Maintenance Pits open</p> <p>Work toward robot Inspection</p> <p>9:00 AM Driver's Meeting</p> <p>11:00 AM Lunch at parking lot</p> <p>12:00 PM Practice Matches Begin</p> <p>6:30 PM Practice Matches End</p> <p>7:00 PM Supper near hotel (tentatively)</p> <p>8:00 PM Pits close (we may leave earlier)</p> <p>9:00 PM Team meeting</p> <p>10:30 PM In rooms</p> <p>11:00 PM Lights Out</p> <p>Hotel</p> <p>Holiday Inn Downtown LaCrosse</p> <p>200 Pearl Street</p> <p>LaCrosse, WI</p> <p>(608) 784 - 4444</p> <p>Transportation</p> <p>Travel via rental vans</p>	<p>Friday, 4/05/24</p> <p>7:15 AM Breakfast at hotel</p> <p>7:55 AM Walk to arena</p> <p>8:00 AM Pits Open</p> <p>8:30 AM Opening Ceremonies</p> <p>8:55 AM Qualifier Matches begin</p> <p>12:00 PM Lunch at parking lot</p> <p>1:00 PM Matches resume</p> <p>5:45 PM Awards ceremony, Pits Close</p> <p>6:15 PM Return to hotel</p> <p>7:00 PM Pizza at hotel</p> <p>8:00 PM Scouting meetings</p> <p>10:30 PM In rooms</p> <p>11:00 PM Lights out</p> <p>Saturday, 4/06/24</p> <p>7:00 AM Check Out + Breakfast at hotel</p> <p>7:55 AM Walk to arena</p> <p>8:00 AM Pits open</p> <p>8:30 AM Opening Ceremonies</p> <p>9:00 AM Qualifier Matches Resume</p> <p>12:15 AM Alliance Selections for Playoffs</p> <p>12:30 PM Lunch at parking lot</p> <p>1:30 PM Playoff Rounds & Awards</p> <p>5:30 PM Event finishes; pack up, load vans</p> <p>6:00 PM Supper on the road</p> <p>10:00 PM Arrive back at LMHS</p> <p>Arena</p> <p>LaCrosse Center</p> <p>300 Harborview Plaza</p> <p>LaCrosse, WI</p> <p>(689) 789-7400</p> <p>Coach Contact Info</p> <p>Dan Niemitalo: 319-400-2730</p>
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2024 REGIONAL SCHEDULE

SEVEN RIVERS REGIONAL

Competition Schedule

Wednesday, April 3 rd	
6:00PM - 8:00PM	5 Team Reps to Load In and Set Up Pits

Thursday, April 4 th	
7:45AM	5 Team Reps to Load In
8:30AM	Arena, Pits, and Machine Shop Open
9:00AM	Load-in Ends
9:00AM - 11:00AM	Driver's Meeting, Field Open for Measurement and Calibration
11:00AM - 12:00PM	Lunch
12:00PM - 6:30PM	Practice Matches
8:00PM	Pits and Machine Shop Close

Friday, April 5 th	
7:30AM	Doors open into Arena
8:00AM	Pits and Machine Shop Open
8:30AM - 8:50AM	Opening Ceremonies
8:55AM - 12:00PM	Qualification Matches
12:00PM - 1:00PM	Lunch
1:00PM - 5:45PM	Qualification Matches
5:45PM - 6:15PM	Awards Ceremony
~6:30PM**	Pits and Machine Shop Close immediately following Awards Ceremony

Saturday, April 6 th	
7:30AM	Doors open into Arena
8:00AM	Pits and Machine Shop Open
8:30AM - 9:00AM	Opening Ceremonies
9:00AM - 12:15PM	Qualification Matches
12:15PM - 12:30PM	Alliance Selections
12:30PM - 1:30PM	Lunch
1:30PM - 5:30PM	Playoff Matches & Awards Ceremony
~6:00PM**	Pits close 30 minutes following the close of the Closing Ceremony

***Schedule subject to change. All times are estimated based on flow of rounds.
See Pit Administration table for updated times.*