



HOWARD LAKE
WAVERLY · WINSTED
Public Schools

Over-Night Field Trip Request Form

Date(s) of Trip: Dec. 13th - Dec. 14th, 2024

School: Humphrey Elementary Winsted Elementary

Middle School

High School

Destination: East Central High School (Finlayson, Mn)

Telephone Number: 320-245-2289

Address: 61085 State HWY 23, Finlayson, Mn 55735

Staying over-
night
at the Days
Hinckley, Mn Inn
320-354-7751

Departure Time From School: Dec. 13th, early afternoon (tbd based on weather)

Return Time to School: Dec. 14th, late evening (tbd based on weather)

Class, Club, Sport/Activity or Grade Level: Boys Basketball Grades 9-12

Teacher/Advisor in Charge: James Carr

Purpose/Related to Which Essential Standards: Team Bonding

Approximate Expenses: District Student/Activity Account

Event/Ticket Cost: —

Bus Cost: District pays gas + drive time
Activity account pays rest

Other: hotel covered by group

Approvals –

Supervisor/Coach Signature James Carr Date 7-25-24

Principal/Director Signature [Signature] Date 7-25-24

Superintendent Signature [Signature] Date 7/25/24

School Board Signature _____ Date _____

Requests must be submitted to building principal **30 days** prior to the trip.
Trip must be approved by the School Board prior to trip date.
A separate request form must be filled out for each trip.