



HOWARD LAKE
WAVERLY · WINSTED
Public Schools

Over-Night Field Trip Request Form

Date(s) of Trip: Thursday, March 27th - Friday, March 28th

School: Humphrey Elementary Winsted Elementary
 Middle School High School

Destination: SDSU Campus - Brooking, SD

Telephone Number: 320-282-6337

Address: Variety of addresses depending on facility location at the time

Departure Time From School: Thursday, 10am tentatively

Return Time to School: Friday, 6pm tentatively

Class, Club, Sport/Activity or Grade Level: FFA

Teacher/Advisor in Charge: Seena Glessing

Purpose/Related to Which Essential Standards: SDSU Little I competitions

Approximate Expenses: District Student/Activity Account

Students, booster(alumni) will cover almost all costs; isd2687 only pays transportation for this event -
Event/Ticket Cost: \$300
= ~\$500
Bus Cost: _____
Other: Hotel = \$100

Approvals –

Supervisor/Coach Signature Seena Glessing Date 12-30-24

Principal/Director Signature [Signature] Date 1/2/25

Superintendent Signature [Signature] Date 1/2/25

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.