



HOWARD LAKE
WAVERLY · WINSTED
Public Schools

Over-Night Field Trip Request Form

Date(s) of Trip: 11/14/24 - 11/17/24

School: Humphrey Elementary Winsted Elementary
 Middle School High School

Destination: Charlotte, North Carolina

Telephone Number: _____

Address: 650 S Caldwell St, Charlotte, NC, 28203

Departure Time From School: 10:00 AM

Return Time to School: Monday, 11/18/24

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

Teacher/Advisor in Charge: Neil Schlagel

Purpose/Related to Which Essential Standards: Attend DECA
Conference

Approximate Expenses: District Student/Activity Account

Event/Ticket Cost: _____

Bus Cost: _____

Other: All costs covered by students

Approvals -

Supervisor/Coach Signature Neil Schlagel Date 10/11/24

Principal/Director Signature Joe Raymond Date 10/14/24

Superintendent Signature [Signature] Date 10/16/24

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.

Signature File