

Field Trip / Overnight Athletic Team Trip
Pre-Approval Form



PLEASE REVIEW FIELD TRIP PROCEDURES/REQUIREMENTS ON BACK OF FORM PRIOR TO SUBMITTING FOR APPROVAL.

Teacher/Coach/Advisor: Jason Meyer Cell Phone #: (651) 253-0924

In conjunction with (team/class/organization): SHS speech Team

Educational/Trip Purpose: National speech Tournament competition

Itinerary details must be attached

Destination: Washington D.C.

Destination Address/Phone: 801 Allen Y. Lew Place NW, WA DC 20001 Washington DC Convention Center
(Address, City, State) (Phone number)

Departure from school Date: 5-22-26 Return to school Date: 5-25-26

Depart from school Time: Does not Apply Arrival to destination Time: 2:00 PM
weekend

Departure from destination Time: 12:29 PM Return to school Time: Does not Apply - Memorial Day Week

Number of: Students/Team Members: (Attach List) One Team member - Sophia Amundgaard
Grade 12

Directors/Coaches: 1 Names: Jason Meyer

Chaperones*: 1 Names: Jason Meyer

* All chaperones must have a completed and approved criminal background check.

Mode of Travel (see back for more info): _____

Lodging Information (if overnight): Grand Hyatt 1000 H St NW Washington DC 20001
(Hotel Name, Address, City, State) (Phone number)
202-582-1231

Safety/Security Plans Reviewed _____
(Date and manner in which information provided)

Discipline & Chemical Policy & Rules Reviewed _____
(Date and manner in which information provided)

Estimated Cost \$ 2330
Transportation \$ 800 For 2
Housing \$ 1400-1600 For 2
Fees \$ 130
Supplies \$ _____
(other) \$ _____

Total Cost \$ 2330
Student Cost \$ 1165 District Cost \$ 0
Funding Source (i.e. grant, prof. dev., etc.): student & coach

Teacher/Coach Signature: Jason Meyer 4-13-26
(Date)

Department Chair/Athletic Director Approval: Pat Cup 4-13-26
(Date)

Building Administration Approval: Felix C. Bal 4/13/26
(Date)

FOR OVERNIGHT FIELD TRIPS AND ATHLETIC TEAM TRIPS ONLY
District Administrative Approval: _____ 4/15/24
(Date)