

OVER NIGHT and OUT OF STATE FIELD TRIP REQUEST FORM
Independent School District 308

Approval by the trip committee is needed before the school board will grant final approval. Trip plans should not be made until this approval is granted. This completed form should be returned to the Principal. Plan for at least 30 days turn around time at minimum.

Name of Organization 3102 Robotics
Educational Benefit or Reason for Trip Regional Competition

Dates of Proposed Trip March 4th-7th 2026
Destination Duluth, Minnesota
(Attach itinerary)

Number of Students Planning to Attend 24 Number of Chaperones 3

Name of Chaperones Hannah DeLaHunt, Kay Netteberg, Olaf Netteberg

Which chaperones have not had background checks? N/A

Cost to Each Student for the Trip \$50.00

Total Trip Cost See attached budget
(include hotel, subs, transportation, entrance fees-you may need to attach documentation)

How are funds to be raised? (Be as specific as possible) Donors & Grants

What is the plan if not enough money is raised by the deadline? N/A

What is the down payment required for the trip? N/A

What type of transportation will be used? Type 3 Vehicles

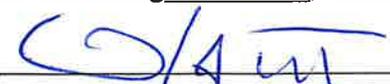
What are the housing arrangements? Hotel

What is the plan for communicating with parents of the students involved? Slack and Parent Meeting
(Attach letters, phone log, etc.)

What are the eligibility requirements, ie. Grade, behavior? MSHSL, Team Passports

Other comments to support the trip Supporting STEM and Leadership Opportunities

I, Olaf Netteberg, understand and accept the risk of supervising students on this trip.

Signed: 

Date: 2/13/26

Committee Approval: Yes No
Comments:

Board Approval: Yes No
Comments

Trip Committee use Only

Northern Lights Regional Itinerary

Nevis, Minnesota → Duluth, Minnesota

(March 4-7)

Duluth Entertainment Convention Center

350 Harbor Dr, Duluth, MN 55802

- **Wednesday, March 4th**
 - Departure from school @ 3:30pm
 - Arrive at Munger Inn
 - 7408 Grand Ave, Duluth, MN 55807
 - Dinner at the Munger (Chef Grundeen's)
 - Load in at 8pm
- **Thursday, March 5th**
 - Breakfast at the Munger (Chef Grundeen's)
 - Head to Regional at 7:15am
 - Doors open at 8:30am
 - Spend day at the Regional
 - Lunch time 11am-12pm (Chef Grundeen's)
 - Pits close at 6:30pm
 - Dinner somewhere fun and local
- **Friday, March 6th**
 - Breakfast at the Munger (Chef Grundeen's)
 - Head to Regional at 6:45am
 - Doors open at 8am
 - Spend day at the Regional
 - Lunch time 12pm-1pm (Chef Grundeen's)
 - Pits close at 6:30pm
 - Dinner at the Munger (Chef Grundeen's)
- **Saturday, March 7th**
 - Breakfast at the Munger (Chef Grundeen's)
 - Head to Regional at 6:45am
 - Doors open at 8am
 - Spend day at the Regional
 - Lunch time 12:30pm-1:30pm (Chef Grundeen's)
 - Pits close at 6:00pm
 - Parking lot sandwiches for load out (Chef Grundeen's)
 - Hit the road
 - Arrive in Nevis at 9pm?

Nevis High School Robotics
(excluding salaries)
Team 3102

2025-26 Current Full Year Budget-

Northern Lights Regional Competition	
Entry Fee-	\$6,500.00
Lodging-	\$4,500.00
Travel-	\$900.00
Substitute Teachers-	<u>\$1,200.00</u>
Sub- Total	\$13,100.00
Smoky Mountains Regional Competition	
Entry Fee-	\$3,500.00
Lodging-	\$8,500.00
Travel-	\$9,600.00
Substitute Teachers-	<u>\$2,400.00</u>
Sub- Total	\$22,000.00
Robot Construction Expenses	
Sub- Total	\$4,000.00
Mn School Board Association Convention	
Travel-	\$800.00
Substitute Teachers	<u>\$1200.00</u>
Sub-Total	\$2,000.00
"Northern Mn Robotics Conference Championship"	
Travel-	\$600.00
Substitute Teachers-	<u>\$600.00</u>
Sub- Total	\$1,200.00
Week Zero	
Entry Fee-	\$150.00
Travel-	<u>\$150.00</u>
Sub- Total	\$300.00
Full Year Budget Total	\$42,600.00

**Travel expense is determined based on \$1.00/mile Type III school vehicle X miles traveled.*

**Substitute Teacher expense is determined based on \$200.00 day, which factors the monetary amount paid to the individual and the additional amount contributed by the district such as taxes, SS, etc.*