



Harleton
Independent School District

Jay Ratcliff
Superintendent

**HARLETON ISD
FIELD TRIP REQUEST FORM**

Employee Requesting: Christi Speer

Class or Organization Attending: HS Band

Location of Trip: Harris Baptist Encampment, Minden, Louisiana

Purpose of the Trip: Band Camp

Date Leaving: July 27, 2026

Time Leaving: 8 AM

Date Returning: July 31, 2026

Time Returning: 7 PM

Approximate Number of Students Attending: 80

Number of Chaperones/Teachers: 15

Number of Buses: 2

Chaperone/Teacher Names: Speer,

Bus Drivers: 2

Morrow, Danielle Woods, Joni

Speer, Morrow

Lee, Rachel Sears, many more

Estimated Cost per Student \$ 120

Student or School Funded Student

If School Funded, Account Code: _____

Purchase Order Entered: _____

Transportation Request Emailed: _____

Purchase Order Amount: _____

Deposit Required: \$ _____ Credit Card or Check: _____

Paid: _____ Bal. Due: _____

Additional Information: This is the same camp we do each year to get a head start preparing for the busy football/marching band season.

We have ample adult supervision and work really hard. We get more work done during this week than we could in 2 months of school...

Principal's Signature: [Signature] Date: 2/2/26

Superintendent's Signature: _____ Date: _____

OVERNIGHT OR OUT OF STATE TRIPS MUST HAVE BOARD APPROVAL

Board Approval: Yes _____ No _____ Date: _____