



The Bakken Museum

Tips for a Successful Field Trip

Thank you for choosing to visit The Bakken Museum. We look forward to hosting an inspiring experience for you and your students. The following is a list of recommendations that will ensure that your visit goes smoothly.

Next Steps

- Review your confirmation letter for your total fee and registration information.
- Contact The Bakken Museum with updated student numbers and request a new invoice if numbers have changed.
- Submit your invoice to your school or district office.

Payment Policies

- Payment is required *on or before* the date of your workshop for the number of participants registered or the number of students actually attending, whichever is *greater*.
- Refunds will not be given if fewer participants attend than were registered.
- Changes to your registration must be received by email a *minimum* of one month before your workshop date(s). Otherwise, you are responsible for the full invoice amount.
- Cancellations not made by email a minimum of one month before your workshop date will incur a **\$50 late cancellation fee**.
- Changes and cancellations must be emailed to the Field Trips Program Manager, Bekki Hansen, at Hansen@thebakken.org.
- You may bring one chaperone for every 6 students attending at no charge. *This includes teachers and teaching assistants. PCAs and paraprofessionals assigned to individual students are not counted in your chaperone number and always receive free admission.* Additional chaperones may come for \$10.00 each.
- Payment submitted after your field trip date will incur a **\$50 late payment fee**.
- If you have questions, email Bekki at Hansen@thebakken.org or call (612) 926-3878.

Arrival

- Buses must drop off and pick up students at the **36th Street** entrance.
- Look for the black flag marking the Bus Drop Off point.
- Please do not allow your bus driver to attempt to enter our Zenith Avenue parking lot.
- Please remain on the bus until a Bakken Museum representative comes to greet you.

Lunch

- Please bring lunches that require no refrigeration or microwaving.
- Please remind chaperones to bring a lunch. We have NO food services on site.
- Lunches should be grouped together by class in containers that are clearly labeled with the teacher's last name.
- School groups signed up for a Bakken/Pavek field trip will eat lunch at the Pavek Museum of Broadcasting.

Additional Information

- Please have your students wear name tags.
- Do any of your students have implanted medical devices? Please let us know and inform the student and his/her family that, even though most electromagnetic fields in the environment will rarely affect the function of an implanted device, it is recommended you keep any item containing magnets at least 6 inches away from the device.

Museum Store

- The Museum Store is closed to field trips.

Pavek Museum of Broadcasting

- For questions about The Pavek Museum of Broadcasting, please contact them directly at 952-926-8198 or contact@museumofbroadcasting.org.



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Traveling to The Bakken Museum:

- **Interstate 35W:** From Interstate 35W, exit at 35th Street/36th Street. Turn left on 35th Street (a one-way). Follow 35th Street to Nicollet Avenue, turn left. Go one block to 36th Street, turn right. Follow 36th Street until you reach the stoplight at East Bde Maka Ska (formerly Calhoun Parkway - the lake will be in front of you), turn left. Follow East Bde Maka Ska Parkway until you reach the first stoplight at West Bde Maka Ska Parkway, turn right. Follow West Bde Maka Ska Parkway to 36th Street, turn left. **The student drop off/pickup area and bus parking is located on 36th Street on the SOUTH side of the building, immediately to your right. Look for the black flag marking the drop off point.** Do NOT proceed on to Zenith Avenue South. This is NOT a student drop off or bus parking area.
- **Western Suburbs:** From the western suburbs, follow Excelsior, Wayzata or Minnetonka Boulevard (Highway 3, 5 or 7) east to Minneapolis and merge right as these streets join with West Lake Street (near Bde Maka Ska). Follow West Lake Street until you reach the first stoplight at West Bde Maka Ska Parkway (formerly Calhoun Parkway), turn right. Follow West Bde Maka Ska Parkway to 36th Street, turn right. **The student drop off/pickup area and bus parking is located on 36th Street on the SOUTH side of the building, immediately to your right. Look for the black flag marking the drop off point.** Do NOT proceed on to Zenith Avenue South. This is NOT a student drop off or bus parking area.
- **Interstate 94:** From Interstate 94, exit at Hennepin Avenue (south). Follow Hennepin Avenue until you reach Lagoon Avenue, turn right. Follow Lagoon Avenue as it joins with West Lake Street (near Bde Maka Ska). Follow West Lake Street to West Bde Maka Ska Parkway (formerly Calhoun Parkway), turn left. Follow West Bde Maka Ska Parkway to 36th Street, turn right. **The student drop off/pickup area and bus parking is located on 36th Street on the SOUTH side of the building, immediately to your right. Look for the black flag marking the drop off point.** Do NOT proceed on to Zenith Avenue South. This is NOT a student drop off or bus parking area.





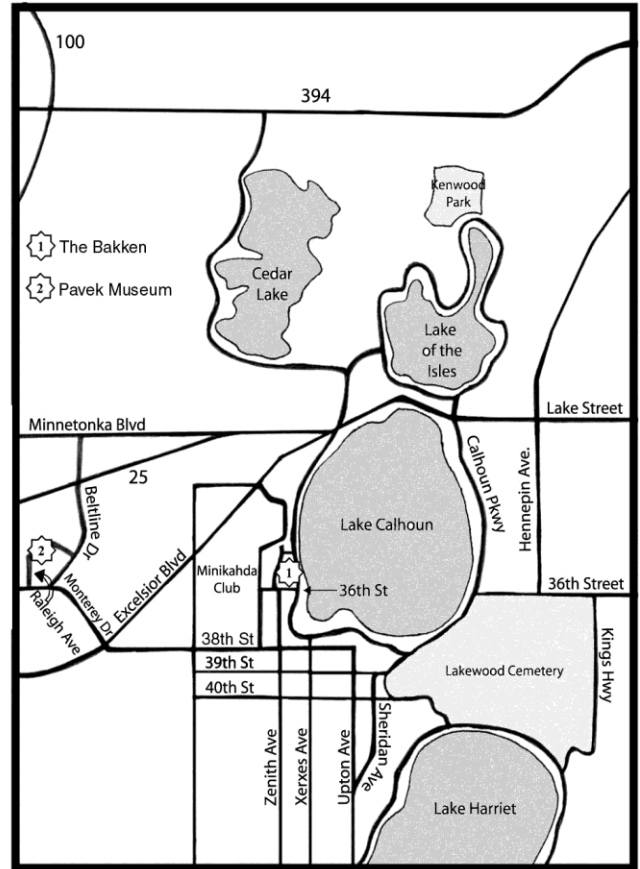
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Traveling Between The Bakken and The Pavek Museum of Broadcasting:

- **Bakken to Pavek Museum of Broadcasting:** Take Zenith Avenue south toward 38th Street, turn right. Follow 38th Street to Monterey Drive. Monterey Drive becomes 36th Street, turn left. Follow 36th Street to Raleigh Avenue, turn right (3515 Raleigh Avenue).
- **Pavek Museum of Broadcasting to Bakken:** Take Raleigh Avenue south toward 36th Street, turn left. 36th Street becomes Monterey Drive. Follow Monterey Drive to 38th Street. Follow 38th Street to West Bde Maka Ska Parkway. Turn left on West Bde Maka Ska Parkway and proceed to 36th Street. Turn left on 36th Street. **The student drop off and pick area and bus parking is located on 36th Street on the SOUTH side of the building, immediately to your right. Look for the black flag marking the drop off point.**



 The Bakken
3537 Zenith Avenue South
Minneapolis, MN 55416
612-926-3878
www.thebakken.org

 Pavek Museum
3515 Raleigh Avenue
St. Louis Park, MN 55416
952-926-8198
www.pavekmuseum.org

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3537 Zenith Avenue South • Minneapolis, MN 55416
Phone: 612-926-3878 • Fax: 612-927-7265 • thebakken.org