

**Boone Community School District**  
**FIELD TRIP TRANSPORTATION REQUEST**

This form must be filled out completely, sent to building principal for approval and [lwoodruff@boone.k12.ia.us](mailto:lwoodruff@boone.k12.ia.us) at least TWO WEEKS PRIOR to date of trip.

Field Trip Date: Wednesday, April 24, 2024	Teacher: Greenfield
Location of Departure: BHS	Class: Battle of the Books
Time of Departure from School: 7:30 AM	Number of Students: 5      Adults: 2
Time of Event: 9:00 AM	
Time of Departure from Event: 3:30 PM	Location Returning To: BHS @ 4:30 PM
Destination & Address: Central Rivers Area Education Agency (CRAEA) 909 S 12th Street Marshalltown, IA 50158	
Type of Vehicle Requests: <input checked="" type="checkbox"/> Van <input type="checkbox"/> Bus	
Instructional Unit Supported:	
Iowa Core Curriculum Standard Supported:	
Expected Learning Outcome:	
Special Information (lunch plans, need handicap bus or 5-point harness(es):	
Substitute Needed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Please ask for substitute through Aesop
Bus Estimated Cost:      \$5.02 per mile x _____ roundtrip miles = \$ _____ Van Estimated Cost:      \$0.56 per miles x <u>106.2</u> roundtrip miles = \$ <u>59.47</u>	
This is my class/teacher one: <input type="checkbox"/> Within 15 mile trip <input type="checkbox"/> Within 60 mile trip	
Principal Approval (To be authorized by principal digital signature): Jon Johnson	

**For Office Use Only**

Transportation Request Received on: \_\_\_\_\_

Transportation Garage Notified: \_\_\_\_\_

Request Confirmed On: \_\_\_\_\_