

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

This form must be filled out completely, signed by the administrator and then sent to  
[lwoodruff@boone.k12.ia.us](mailto:lwoodruff@boone.k12.ia.us) at least TWO WEEKS PRIOR to date of trip.

Field Trip Date: April 25, 2024	Teacher: Hyman
Location of Departure: Ledges Elementary	Class: Kinder Class
Time of Departure from School: TBD Probably 9:30 a.m.	Number of Students: 130 Adults: a lot my God they're in kindergarten :-)
Time of Event: 9:45 - 1:45 (TBD)	
Time of Departure from Event: TBD	Location Returning To: Ledges
Destination & Address: TBD depending on the number of buses. So far we have Boone Fareway, Boone National Guard and Top & Body.	
Type of Vehicle Requests:     ___ Van     3 please ___ Bus	
Instructional Unit Supported: Career Awareness	
Iowa Core Curriculum Standard Supported: 21st Century Skills	
Special Information (lunch plans, need handicap bus or 5-point harness(es):	
Substitute Needed:     ___ Yes     ___ 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 \_\_\_\_ roundtrip miles = \$ \_\_\_\_\_ 20 \_\_\_\_

Principal Approval (To be authorized by principal digital signature):

**For Office Use Only**

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

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

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