

**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: Wednesday Feb 12	Teacher: Bozz
Location of Departure: Boone High School	Class: EDGE
Time of Departure from School: 7:00-3:30	Number of Students: 4 Adults: 1
Time of Event: 745-230	
Time of Departure from Event: 230	Location Returning To: Boone High School
Destination & Address: State Capital Des Moines Iowas	
Type of Vehicle Requests: <u>  1  </u> Passenger van <u>    </u> 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: <u>    </u> Yes <u>  x  </u> 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 96 roundtrip miles = \$ 53.76

Principal Approval (To be authorized by principal digital signature): Jon Johnson/Scott Kelley

**For Office Use Only**

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

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

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

Rev. 10/16