

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 at least TWO WEEKS PRIOR to date of trip.

Field Trip Date: Tuesday, March 19th	Teacher: Hyman
Location of Departure: Boone High School	Class: EDGE/Engineering
Time of Departure from School: 12:00 pm	Number of Students: 25 Adults: 2
Time of Event: 12:30 - 2:00	
Time of Departure from Event: 2:00	Location Returning To: Boone High School
Destination & Address: 2420 Lincoln Way #205, Ames, IA 50014 Collins Aerospace - Ames	
Type of Vehicle Requests: ___ Van ___ Bus If you have 2 12 passengers, we can take those. If not I can limit the kids and do a 12 passenger and an 8 otherwise, we'll need a 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): 1 student needs a seat belt (per IEP). Rest should be okay.	

Substitute Needed: ___ Yes _x_ 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 = \$ _____	
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: _____