

**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 the date of trip.

Field Trip Date: Sunday-Monday Feb 9-10	Teacher: Anna Lee
Location of Departure: High school	Class: orchestra
Time of Departure from School: 6:00?	Number of Students: 5 Adults: 1
Start Time of Event: 9:00	
Time of Departure from Event: unknown	Location Returning To: high school
Destination Name & Address: Luther College 906 School Street Guthrie Center, IA 50115	
Type of Vehicle Requests: <input checked="" type="checkbox"/> Van <input type="checkbox"/> Bus	
Instructional Unit Supported:	
Iowa Core Curriculum Standard Supported:	
Expected Learning Outcome: orchestra festival	
Special Information (lunch plans, need handicap bus or 5-point harness(es):	
Substitute Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Please ask for substitute through Aesop
Bus Estimated Cost:     \$5.02 per mile x (2) roundtrip miles = 612.44	
Van Estimated Cost:     \$0.56 per miles x (2) roundtrip miles =	
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):	

**For Office Use Only**

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

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

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