

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: 11-4-2022	Teacher: Shannon Lumley
Location of Departure: high school	Class: student council
Time of Departure: 8:00am	Number of Students: 30 Adults: 1
Time of Event: 9:00am	
Time of Departure from Event: 1:15pm	Location Returning To: high school
Destination & Address: Ballard High School & then Ankeny for lunch	
Type of Vehicle Requests: ____ Van __x__ 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: ____ 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 = \$ _____	
This is my class/teacher one: _____ Within 15 mile trip _____ 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: _____