

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 at least TWO WEEKS PRIOR to the date of trip.

Field Trip Date: Saturday, Feb. 8	Teacher: Anna Lee
Location of Departure: High school	Class: (speech - large group state
Time of Departure from School: tbd	Number of Students: 6 Adults: 3
Start Time of Event: 7:00	
Time of Departure from Event: unknown	Location Returning To: high school
Destination Name & Address: Waukee High School 555 SE University Ave, Waukee, IA 50263	
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 clinic with a professional chamber ensemble	
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 =	
Van Estimated Cost: \$0.56 per miles x (2) roundtrip miles = 41.44	
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: _____