

**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: April 7th and 8th	Teacher: Josh Atwell
Location of Departure: Boone High School	Class: TSA
Time of Departure from School: Mon 7th 10:45am Tue 8th 6:15am	Number of Students: 7    Adults:1
Time of Event: Mon 7th 12-9pm Tue 8th 7:30-2pm	
Time of Departure from Event: Both days ASAP after events are done	Location Returning To: High School
Destination & Address: 4800 Merle Hay Road Urbandale, Iowa 50322	
Type of Vehicle Requests: <input checked="" type="checkbox"/> Van <input type="checkbox"/> Bus	
Instructional Unit Supported: TSA	
Iowa Core Curriculum Standard Supported:	
Expected Learning Outcome:	
Special Information (lunch plans, need handicap bus or 5-point harness(es)):	
Substitute Needed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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 <u>76</u> roundtrip miles = \$ <u>42.56</u>	
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: \_\_\_\_\_