

TRANSPORTATION REQUEST**INSTRUCTIONS**

1. Requests must be submitted prior to each trip and sent to the Transportation Department.
2. A separate request form must be filled out for each trip.
3. Send white and blue copies to Transportation.
4. Blue copy will be returned by Transportation following approval.

NOV 07 2025

THIS SECTION TO BE COMPLETED BY TEACHER/PRINCIPAL

DATE OF TRIP: <u>1/8/26 - 1/10/26</u>	SCHOOL: <u>North Boone High School</u>	DESTINATION: <u>Illinois State University</u>
DEPARTURE TIME: <u>9:30 AM</u>	RETURN TIME: <u>5:00 PM</u>	GROUP: <u>Theatre / Drama Club</u>
FROM SCHOOL: <u>9:30 AM</u>	TO SCHOOL: <u>5:00 PM</u>	
NUMBER OF RIDERS: <u>12 + Driver</u>	TEACHER IN CHARGE: <u>Bailie Dill</u>	DATE SUBMITTED: <u>11/7/2025</u>
		CHARGE TO: <u>Drama Club</u>

COMMENTS: (INCLUDE ALL DIRECTIONS OR SPECIAL INSTRUCTIONS)

Will pick up the bus on 1/8/26 before 9 AM
at the bus barn, drive to ISU, (hotel back and forth daily)

APPROVED BY: <u>Mark E. Hill</u>	TITLE: <u>Principal</u>	DATE APPROVED: <u>11-7-2025</u>
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THIS SECTION TO BE COMPLETED BY TRANSPORTATION DEPARTMENT

DATE RECEIVED:	DATE ACKNOWLEDGED:	VEHICLE: ☐ VAN ☐ BUS ☐ COACH
COMMENTS: <u>(White Bus)</u> <u>V. Achy</u>		
APPROVED BY:	TITLE:	DATE APPROVED:

WHITE - TRANSPORTATION

BLUE - TRANSPORTATION (Return to Office)

YELLOW - TEACHER

PINK - OFFICE

Overnight Field Trip Request

(Requests must be made 60 days in advance.)

Class / Organization: Drama Club School: North Boone High School
Date(s) of the trip: January 8-10, 2026
Destination: Illinois State University
Number of students attending: 10 Male: 2 Female: 8
Chaperones (list each name): Bailie Dill, Verna Rentsch
and Christopher Shank

Mode of transportation: NBHS White Bus

Overnight Accommodations: Extended Stay America Suites
1805 South Veterans Pkwy, Bloomington IL 61702
Explain how costs are being met: Drama Budget (\$100 towards
cost reimbursed from each student)
Is a trip planner being used: No If yes, give name and experience: _____

Please attach a detailed itinerary / objectives for visiting each sight: (Use additional paper if needed)
(See attached itinerary)

Signature: Verna Rentsch Date: 11-7-2025
Principal's approval: [Signature] Date: 11-7-2025
Board approval: _____ Date: _____

Please attach any necessary information for clarification purposes.
This form may be more restrictive than policy.

2026 Theatre Fest Itinerary

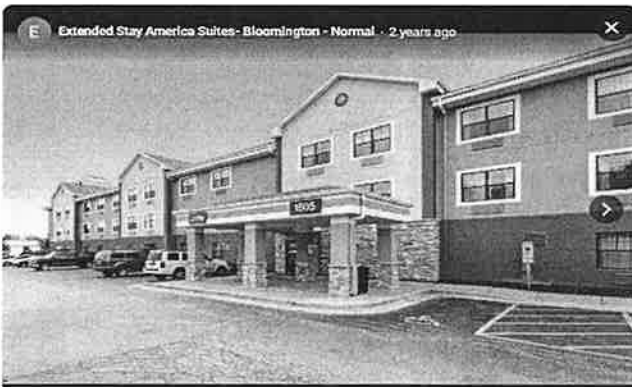
Overview

We will be leaving for Theatre Fest at 9:30 AM. Thursday, January 8th from North Boone High School and returning home Saturday, January 10 about 5:00 PM. All students will meet on stage at 9:00 AM prior to loading the bus. We should arrive to Bloomington by about 12:00 PM, where we will stop to get something to eat. We will check into our hotel shortly after eating. We'll attend the opening ceremony together later that evening.



Friday, we'll break into groups and attend plays, workshops, and activities on-campus until 10 p.m. On Saturday, we'll attend a morning session on-campus and then head home at 3:00 PM returning to school around 5 PM. Make sure to dress comfortably and for the weather! Umbrellas, hats, boots, and gloves are encouraged.

Hotel Information



Extended Stay America Suites, Bloomington, Illinois-

(309) 662-8533



Festival Schedule Layout

SCHEDULE OF EVENTS

Here is a tentative layout of the Festival Schedule. A full program and schedule at-a-glance will be posted on the website on December 15. If you are new to Festival, this will give you an idea of the general timeline of events. Exhibits and Fest Gear are located in the Brown Ballroom at the Bone Student Center. Festival Headquarters is located in the Pre-Function area by the Brown Ballroom on the 1st level of the Bone Student Center. The guidebook app and at-a-glance will have all locations. This below schedule is subject to change.

THURSDAY, JANUARY 8, 2026

Opening Ceremony: Your school will be assigned one opening ceremony time and you will be notified the week of December 8.

4:00 pm - 8:30 pm	Check-In / School Registration Box Pick-Up
4:00 pm - 9:30 pm	Exhibit Hall Open
5:30 pm - 7:00 pm	Opening Ceremony 1
8:00 pm - 9:30 pm	Opening Ceremony 2

FRIDAY, JANUARY 9, 2026

All-State Performance: Your school will be assigned one performance for either Friday or Saturday and you will be notified the week of December 8.

Productions: Accepted School Productions will take place between 9:00 am - 10:30 pm.

8:00 am - 10:00 pm	Check-In / School Registration Box Pick-Up
8:00 am - 4:30 pm	College Auditions
8:00 am - 10:00 pm	Exhibit Hall Open
9:00 am - 10:10 am	Workshops
10:30 am - 11:40 am	Workshops
12:00 pm - 1:10 pm	Workshops
1:30 pm - 2:40 pm	Workshops