

Newton, Robin - BOE, Executive Assistant to the Superintendent

From: Tomblin, Vivian - HCH, Director of Athletics/Student Activities
Sent: Tuesday, March 26, 2013 10:41 AM
To: Newton, Robin - BOE, Executive Assistant to the Superintendent
Subject: overnight approval

To Whom It May Concern:

I, Matt Richeson, Head Girls Tennis Coach at Henderson County High School, is asking permission for the tennis team to stay overnight due to a 2 day tournament in Paducah. We will have an overnight trip to Paducah the weekend of April 27. We will be leaving Saturday morning and coming home Sunday afternoon. We are expecting to take 16 players, 8 boys and 8 girls. We will be staying at Kentucky State Resort.

Thank you,

Matt Richeson



Vivian A. Tomblin
Director of Athletics/Student Activities
Henderson County High School
1-270-831-8868 (w)
1-270-577-0474 (c)
vivian.tomblin@henderson.kyschools.us

March 14, 2013

Dr. Richey,

The Henderson County FFA Chapter would be requesting Board approval to attend the Kentucky FFA State Convention to compete in State FFA Career Development Events. We have had 20 students qualify to compete at the state level. The Convention is held from June 11-13 in Lexington, Kentucky at the Hyatt Regency Hotel. We would depart from Henderson on June 10th at 12:00 pm and return on June 13th at 4:00 pm. Michelle Parker and I will be serving as the chaperones for the trip.

Respectfully Submitted,

Mrs. Kristy Lancaster
Henderson County High School
Agriculture Instructor/FFA Advisor

Sally Sugg
Coordinating Principal
sally.sugg@henderson.kyschools.us



2424 Zion Road Henderson,
Kentucky 42420 Telephone:
(270) 831-8810 Fax: (270)
831-8888

Henderson County High School

March 25, 2013

To Whom It May Concern:

We are asking for permission to attend the Robot Invitational at Potosi R-3 High School, Potosi, Missouri on Saturday, May 4, 2013. Because registration is at 8:00 a.m. we will need to travel the night before. Arrangements have been made at the Super 8 Motel for team members, coaches, and family member that attend. (See attached materials)

Team members attending:

Jacob Johnson	Jenny Pike	Ashlyn Smith
Joe Galbrath	Kelric Knight	Alex Owens
Katie Wilson	Braxton Rowe	Tanner Goins
Robert Sauer	Dalton Inge	

Chaperones:

Mr. and Mrs. Rodney Johnson
Mr. and Mrs. David Smith
Ms. Judy Pike
Mr. Jacob Dance

All paper work has been completed and students have take permission slips home.

Itinerary:

May 4, 2013
Robot Invitational 2013
Potosi R-3 High School
Potosi, Missouri



3/25/13

To Whom It May Concern:


It is time again for the National HOSA: Future Health Care Professionals Leadership Conference. The HOSA Bowl team members: Josh Miller, Matt Watson, Zach Sohne, and Mason Givens placed first at the Kentucky HOSA State Leadership Conference and, thus, have been invited to compete at the National Conference.

The conference will be held in Nashville, TN at the Gaylord Opryland Hotel. We will be leaving on Wednesday, June 26, 2013 at 9:30 am from HCHS and return on Sunday, June 30, 2013 around 1:00pm. Overnight accommodations have been made at the Gaylord Opryland Hotel and all of the events will also be held at the hotel.

The students will not only participate in their quick recall type competition, but also have the opportunity to speak with various colleges and employers in the health care field. They will attend educational symposiums and general sessions.

Thank you for considering our overnight school trip. The HOSA students at HCHS pride themselves on participating in the HOSA National Leadership Conference when given the opportunity.

Sincerely,


Ashley B. Bailey, RN
Health Sciences Instructor,
HOSA Advisor


Brian Bailey
CTE Principal

Newton, Robin - BOE, Executive Assistant to the Superintendent

From: Tomblin, Vivian - HCH, Director of Athletics/Student Activities
Sent: Tuesday, April 09, 2013 9:05 AM
To: Newton, Robin - BOE, Executive Assistant to the Superintendent
Subject: overnight approval

The Boys Tennis Team will be competing in the Top Gun Academy tournament in Louisville April 19th & 20th . We are asking for overnight approval.

Thank you,
Coach Andrew Swanson

- Friday, April 19th & 20th , Louisville KY
- Event Location: Top Gun Academy off Old Henry Road.
- Players: Morgan Johnson, Curtis Williams, Chandler Marshall, Marshall Garrett, Will Angermeier, Erik Davis, Quinn Stallings, Shane Gullickson



Vivian A. Tomblin
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Henderson County High School
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Henderson County Schools

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(270) 831-5000 Fax: (270) 831-5009
<http://www.hendersonschools.net>



Overnight and Out of District Bus Trip Guidelines

During overnight bus trips and out of district bus trips all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to.
- All sponsors and head coaches should ride on the bus with the team/students.
- Student:Adult ratios Secondary 15:1 Elementary 10:1
- Sponsors and coaches shall be trained annually to administer medication.

Checklist:

- ☒ Sponsor/Coach Name Scott Herschel cell number 812-204-7207
 - ☒ Date of trip 4/16/2013 expected departure time 9:00 AM return time 4/17/2013 5:00 PM
 - ☒ Adequate Supervision (meets ratio criteria)
* Please List Names of Chaperones*
 - ☒ Obtain parent/guardian permission forms
Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient.
 - ☒ Notify school cafeteria manager of any lunch needs
 - ☒ Follow all Transportation Department guidelines for bus request.
 - ☒ Understand any students' medication needs and/or medical conditions
Coaches must carry all players' physicals on any away and overnight trips.
 - ☐ Attach a trip list of students to principal/designee
 - ☒ Attach an itinerary
 - ☒ Other specific needs:
- Scott Herschel Signature of Person submitting form
- Ben Bailey Signature of Principal/Designee

This form must be submitted 3 days prior to the date of the trip to the principal or designee.

Equal Educational and Employment Institution



HENDERSON COUNTY HIGH SCHOOL
CAREER AND TECHNICAL EDUCATION DEPARTMENT

April 9, 2013

Dr. Thomas Richey

RE: Board Approval for overnight/out of district trip

We are requesting approval for an Out of District/Overnight trip for automotive students to compete in the Ford AAA State Competition in Lexington, KY.

We will leave approximately 9am the morning of April 16th and return approximately 5pm the evening of April 17th, 2013. Students will be staying at the Hyatt Hotel and the competition be held at Heritage Hall.

The following students will be participating:

Josh Floyd

Nathanial Parke

Advisor: Scott Herschelman

Thank you.

FAXED
4-9-13 JB

2424 ZION ROAD HENDERSON, KY 42420 / P-270-831-8850 F-270-831-8853

WWW.HCHS.HENDERSON.K12.KY.US/CTE/INDEX.HTM

LIFELONG EDUCATIONAL AND EMPLOYMENT INSTITUTION



Students
Joshua Floyd
Nathaniel Parke

March 26, 2013

Dear *Scott*,

Congratulations to you and your students on being selected to participate in the State Finals of the 2013 AAA/Ford Auto Skills Contest. You've done an excellent job of preparing your students for the hands-on contest, which could lead them to the National Finals.

The State Finals of the AAA/Ford Auto Skills Contest will be held at Heritage Hall Convention Center, Lexington, Kentucky on Tuesday, April 16 and Wednesday, April 17, 2013. 10 teams of students each and their instructors will take part.

Enclosed with this letter is a timetable of events and the addresses of Heritage Hall and the Hyatt Hotel, where you'll be staying. Please read both documents carefully to make sure you know where you and your students need to be and when. If you have any questions, you can contact me at any time at (859) 327-2095 or email me at coakford@aaa-alliedgroup.com.

Finally, there are a few things you need to know for the competition.

The state competition vehicle is a 2013 Ford Focus.

Two students from each school will share a double room. Instructors will have a single room. All hotel rooms are paid for. Any additional expenses, such as room service, movies or phone calls, must be paid for separately by the competitors.

You will not need to bring a table to set-up your tools. One will be provided.

You will need to bring tools, service manuals, seat covers, and a fire extinguisher.

The dress code for the banquet dress is: Instructors- business casual.

Students - competition shirt and jacket. (Hats must be worn at the competition!)

Congratulations, once again. And remember, if there is anything I can help with, please do not hesitate to contact me.

Yours sincerely,

Christopher

Christopher Oakford
AAA Allied Group
(859) 233-1111 x5709

TIMETABLE OF EVENTS – AAA/FORD AUTO SKILLS CONTEST.

Tuesday, April 16, 2013.

2 pm – 5 pm: Registration at the Hyatt Hotel.

5:40 pm: A coach will take all students and instructors from the Hyatt Hotel to the Aviation Museum.

6 pm: A tour of the museum.

7 pm: Dinner.

7:15 pm: Speeches. A guest speaker from the auto industry will talk briefly about careers and opportunities available to the students.

7:30 pm: Steve Johnson, the competition organizer, will talk about the rules of the competition.

8:30 pm: Return to the Hyatt Hotel.

Please note, teams are advised to drop their tools/supplies off at Heritage Hall (Door C) before going to the Hyatt Hotel for Registration.

Also, a COMPETITION VEHICLE will be parked outside the Hyatt Hotel from 2 pm on Tuesday, April 16, 2013, for teams to examine prior to the contest.

Wednesday, April 17, 2013.

7 am – 8 am: Breakfast – a buffet breakfast at the Hyatt Hotel.

8 am – 8:30 am: Check out of hotel. You may leave your vehicle in the hotel parking lot (please remember to get your parking lot ticket stamped when you check out).

8:45 am: Report to Heritage Hall. You must report to Heritage no later than 8:45 am.

9:30 am: AAA/Ford Auto Skills Contest starts.

11 am: AAA/Ford Auto Skills Contest ends.

11 am – 12:30 pm: Lunch. You will be given vouchers for the food stands in the Heritage Hall Convention Center.

12:30 pm: Awards ceremony and photographs.

HYATT HOTEL

401 West High Street
Lexington, KY 40507
(859) 253-1234

LEXINGTON CONVENTION CENTER (HERITAGE HALL)

430 W. Vine St.
Lexington, KY 40507
(850) 233-4567