

## **Newton, Robin - BOE, Executive Assistant to the Superintendent**

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**Subject:** hcs-Overnight request

**From:** Johnson, Rebecca - NMS, Principal

**Sent:** Wednesday, November 30, 2016 3:15 PM

**To:** Newton, Robin - BOE, Executive Assistant to the Superintendent <[robin.newton@henderson.kyschools.us](mailto:robin.newton@henderson.kyschools.us)>

**Subject:** overnight request

Robin,

We need to add an item for board approval to the next board meeting. Our cheer team qualified for state. This will need to be an overnight trip due to it being in Lexington on Dec. 16-17. Please send me the form to fill out. :)

I found out Monday. The competition was last Tuesday night (11/22/16). Erin came to me yesterday at 3:30 pm to ask about an overnight trip

Thank You,  
Becky

**Rebecca Johnson**

North Middle School Principal

1707 Second Street

Henderson, KY 42420

Go Cadets!



**Transportation Request Form**  
**(for bus or car)**

**EDUCATIONAL, EXTRA-CURRICULAR AND/OR OVERNIGHT TRIP**

(Submit to Transportation Department at least five (5) days prior to date of departure.)

SCHOOL NMS CHEER REQUESTED BY: ERIN WILLIAMS

CLASS/ORGANIZATION: NMS CHEER

Departure Date and Time: Dec. 16

Return Date and Time: Dec. 17

Destination: Participate in state competition as region 2 champs

Purpose/Expected Benefits: Competiton

Is a Bus or Car Needed? No Has a Driver Been Contacted? Coach

Number of Students: 25 Number of Chaperones: All parents going + coach

Prepare three (3) lists of all persons going on a trip: one for the Principal, one for the bus/car driver, and one for the certified person accompanying the students.

*Parents supervising their child along with coach.*  
HAVE ALL CHAPERONES UNDERGONE THE REQUIRED RECORDS CHECK AND BEEN DESIGNATED BY THE PRINCIPAL/DESIGNEE TO SUPERVISE STUDENTS? ☒ YES ☐ NO

APPROVED AS SUBMITTED: Coach

DISAPPROVED FOR THE FOLLOWING REASON: \_\_\_\_\_

Paid By School Allotment ✓ Other \_\_\_\_\_

(name of account)

*Rebecca [Signature]*  
Principal's Signature

*12/7/16*  
Date

Board Approval/needed for overnight trips

Date

**RELATED PROCEDURES:**

09.36 (all procedures)

Review/Revised: 9/19/2016

# Henderson County Schools

1805 Second Street, Henderson, Kentucky 42420  
(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:

- U of L Honor Band*
- ☒ Sponsor/Coach Name *Adam Thomas* Cell number *270-231-0476*
  - ☒ Date of trip *1/27-28/2017* expected departure time *10 AM* return time *parents will pick up in Louisville on 1/28*
  - ☒ Adequate Supervision (meets ratio criteria)  
\* Please List Names of Chaperones\* *- Adam Thomas*
  - ☒ Obtain parent/guardian permission forms *on file*  
\*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 *n/a*
  - ☒ Follow all Transportation Department guidelines for bus request.
  - ☒ Understand any students' medication needs and/or medical conditions *- on file*  
\*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: *needs to be submitted for board approval*
- Adam W. Thomas* Signature of Person submitting form  
*Chad P* Signature of Principal/Designee

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





# HENDERSON COUNTY HIGH SCHOOL BAND

2424 ZION ROAD  
HENDERSON, KENTUCKY 42420  
(270) 831-8800  
WWW.HCHSBANDS.WEEBLY.COM

*Adam Thomas, director*

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## University of Louisville Honor Band – 1/27 – 28/2017

### Student Roster

Acceptance process has not been completed, but the roster will include up to 10 of the following students:

Faith Anderson, Wyatt Besse, Josh Clem, Brant Ford, Brandon Glazebrook, Kirk Knight, Erin O’Nan, Dalton Powell, Grace Phelps, Andrew Sauls, Megan Troy, Matthew Turner

### Rough Itinerary

A more detailed outline will be provided in January

Friday, 1/27 – depart HCHS approx. 10 AM for Louisville

Arrive at UofL for auditions and rehearsal

All meals with director

After rehearsal, check in at Hilton Garden Inn Louisville Airport

Saturday, 1/28 – return to School of Music for rehearsals

Bus will depart for Henderson after dropping us off

Parents are expected to attend the concert and pick up students



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### Checklist:

- KMEA All-State Band and Choir*
- ☒ Sponsor/Coach Name *Adam Thomas* Cell number *270-231-0476*
  - ☒ Date of trip *2/8-11/2017* expected departure time *10 AM* return time *parents will pick up in Louisville on 2/11*
  - ☒ Adequate Supervision (meets ratio criteria)  
\* Please List Names of Chaperones\* - *Adam Thomas Andrew Miller, Charlie McManus*
  - ☒ Obtain parent/guardian permission forms *- on file*  
\*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 *- on file*  
\*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: *needs to be submitted for board approval*
- Adam Thomas*  
Signature of Person submitting form
- Chad Thompson*  
Signature of Principal/Designee

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



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*Adam Thomas, director*

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KMEA All-State Band and Choir – 2/8-11/2017

## Student Roster

Choir: Tyler Alexander, Elijah Folsom, Kaleb Hilton

Band (not auditioned yet, but may include the following):

Faith Anderson, Brant Ford, Brandon Glazebrook, Kirk Knight, Erin O’Nan

## Rough Itinerary

A more detailed outline will be provided in January

Wednesday, 2/8 – depart HCHS approx. 10 AM for Louisville

Band students lodge and rehearse in Galt House

Choir students lodge and rehearse in Downtown Hyatt

Bus will depart after dropping us off in Louisville

Throughout the day on 2/8 – 2/11, students rehearse; meals with directors

After performances, students are to be picked up in Louisville by parents

Choir performance on the evening of 2/10

Band performance in the afternoon of 2/11

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### Checklist:

- \_\_\_\_ Sponsor/Coach Name Danna Robinson Cell number 270-860-0455
- \_\_\_\_ Date of trip 06-09-18 061718 Expected departure time 060918 return time 061718
- \_\_\_\_ 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:

Danna Robinson

Signature of Person submitting form

Chad Thompson  
Signature of Principal/Designee

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





## **Bavaria and Switzerland**

View Your Tour's Printable Itinerary and Pricing

Tour Dates: June 09 - June 17, 2018

Departure City: Nashville, TN

### **DAY 1-2 FLY TO EUROPE.**

Fly through the night to Germany. Arrive in Frankfurt, and transfer to the walled city of Rothenburg. Tonight, explore the city during a Nightwatchman's tour.

### **DAY 3 ROTHENBURG-BAVARIAN FOLKLORE.**

Explore the town with your Tour Director and visit sites that include the compact altstadt and the city walls. Take the "Romantic Road" through the Bavarian countryside to Munich. En route, consider Germany's finest in Debate the Great

Debate the Great  
Meet six influential figures from Germany's history. Join a debate and argue their accomplishments to decide who the greatest German is.

### **DAY 4 MUNICH.**

A local guide shows you the Frauenkirche, the Glockenspiel, Europe's fourth-largest carillon, and the Olympic stadium. Marvel at Nymphenburg, its 500 acres lined with trimmed hedges, boasting three pavilions and a miniature palace. Visit the former concentration camp at Dachau. Learn to dance in local style and Bask in Bavarian Arts

Discover the links between traditional dance and Bavarian history. Listen and learn Bavarian music while participating in ancient folklore storytelling. You'll also learn (and demonstrate) a variety of traditional dance steps taught by local experts.

### **DAY 5 NEUSCHWANSTEIN.**

Visit fairytale Neuschwanstein Castle, built by mad Bavarian King Ludwig II. The castle is a lesson in extravagance! Continue to Lucerne in Switzerland, en route pass through tiny Liechtenstein.

### **DAY 6 LUCERNE-SWISS FOLKLORE.**

A walking tour of Lucerne includes the lion monument, the Jesuit church, Kornmarkt and Weinmarkt Squares, quaint covered bridges, and city fortifications. Visit Zurich this afternoon and discover "downtown Switzerland" on an optional excursion. Explore the city that's home to five world bank headquarters, numerous underground gold bullions, the intriguing altstadt, and beautiful parks and quays. Relax by Lake Switzerland or shop for unique Swiss products in your free time. Take part in Swiss Life and Legends

Legends of William Tell, the Lion Monument, Swiss independence and more come to life as you reenact episodes in the history of Switzerland.. Flags are waved and voices raised in traditional songs and yodels during an optional Swiss folklore evening.

DAY 7 HEIDELBERG.

Journey your way northward across the German border and into Heidelberg. See the altstadt, the country's oldest university, the marktplatz, and Heidelberg Castle.

DAY 8 RHINE CRUISE.

Cruise along the fortress-studded Rhine, with its banks crowned by magnificent castles and breathtaking, vine-terraced hills. Visit 12th century Marksburg Castle.

DAY 9 RETURN TO THE UNITED STATES.

OR

DAY 9-11 PRAGUE EXTENSION.

Extend your stay in Europe by visiting the Czech Republic, where musicians, artists, and sword-swallowers tramp along romantic bridges. On day 10, a local guide brings you to the sights, including the artists' homes in the Golden Lanes, somber Tyn Church, Charles Bridge, and the grand astronomical clock. Enjoy a visit to Hradcany, a wonderful castle with sharp spires and ragged rooflines. Return home the following day.





To Whom It May Concern:

For nearly 50 years, WorldStrides has been devoted to offering unique life-changing educational experiences to young people through our International Discovery programs. We take pride in being the leader in meaningful educational travel overseas and in the high quality of all aspects of our programs. Every year, thousands of young Americans return home with a new perspective on their world, their country, and their own lives thanks to our programs.

**Reputation / Education / Safety**

WorldStrides utilizes quality services that meet the standards a reasonable parent and teacher would expect, in order to:

- a.) Protect the reputation of the teacher, the school and the school district.
- b.) Ensure the desired educational outcomes of the programs are achieved.
- c.) Ensure the comfort and safety of our students and their teachers.

**Hotels / Restaurants / Other Trip Services**

WorldStrides uses three and four star hotels in safe, central locations that, in addition to providing safe and comfortable accommodations, enable students to explore the surrounding neighborhoods in small groups and practice their languages. Central locations mean that students do not have to spend their time on long commutes in and out of the cities every morning and evening.

WorldStrides carefully selects restaurants and menus to ensure that students are well nourished and enjoy a variety of food that is both representative of the region they are in, and appeals to students' taste.

Similar care and attention to detail is applied to all of the services WorldStrides provides.

WorldStrides' suppliers (hotels, bus companies, restaurants, etc.) are required to meet local, national, and, where applicable, European Union (or equivalent) standards, and to carry liability insurance. WorldStrides inspects hotels and restaurants and re-evaluates them annually.

**Tour Oversight / Support Overseas / Emergency Preparedness**

WorldStrides monitors the US Department of State advisories for travelers and follows their recommendations.

Each tour is accompanied by an WorldStrides Tour Director who stays in the same hotel as the group each night and is with them throughout the program. Tour Directors undergo background/criminal checks as applicable in their countries of residence and are rigorously trained. They are supported on tour 24/7 by our overseas and US staff.

WorldStrides can be reached 24 hours a day, both in the United States and overseas, in the event of an emergency. Every WorldStrides participant is covered by an international network that provides emergency services including medical referral, medical translation, medical monitoring, repatriation, and much more.

An international cell phone is made available to each WorldStrides International Discovery Program Leader at no cost, and phones may be rented by students through the WorldStrides website.

WorldStrides has an established crisis management plan and retains a professional crisis management organization to assist us in such an event.

In addition, we offer comprehensive options to protect students against cancellation fees. The Total Surety Plan enables students to cancel their trip at any time and we strongly recommend it. Details of insurance and the protection plans are included in the Student Enrollment Guide.



**Liability**

Most of the programs are school-sponsored and WorldStrides International Discovery makes extensive provisions to protect teachers, schools and municipalities from liability. The "Release" (included in the Enrollment Guide and at [www.EducationalTravel.com/Enrollment](http://www.EducationalTravel.com/Enrollment)), which is signed by all participants and their parents if they are minors, contains a general release of liability and specifically addresses the issue of the use of school property for holding meetings for trip preparation, and the circumstances under which a trip will be deemed to be sponsored by the school.

WorldStrides carries \$40 million in professional liability coverage, in addition to general liability insurance. Teachers leading groups with WorldStrides International Discovery are automatically covered by this policy.

**Financial Security/Bonding and Accreditation**

WorldStrides is an active member of the United States Tour Operators Association (USTOA) and has posted a \$1 Million bond in accordance with the terms and conditions of the USTOA Travelers Assistance Program. Additional information is available at [www.USTOA.com](http://www.USTOA.com)

WorldStrides is approved for listing and carries the maximum bond with the Airlines Reporting Corporation and the International Airlines Travel Agent Network.

WorldStrides is also a member of the European Tour Operator's Association.

WorldStrides programs are extraordinary learning experiences that help students mature and open their eyes to foreign cultures, so very different from our own and at the same time, so much the same. We hope that your students will be able to benefit from this wonderful opportunity.

Thank you for your interest in our organization. Please do not hesitate to contact me if you would like additional information.

Sincerely,

Justin Sockett  
Executive Vice President

November 28, 2016

The girls' basketball team respectfully requests permission for an overnight trip to Louisville to participate in the Louisville Invitational Tournament on January 27-28, 2017. This is a very prestigious statewide tournament, and we are proud to be invited to participate.

Sincerely,

*Jeff Haile*

Jeff Haile  
Head Girls' Basketball Coach

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### Checklist:

- ☒ Sponsor/Coach Name Jeff Haile Cell number (270) 860-4816
  - ☒ Date of trip Jan. 27-28, 2017 Expected departure time 8:45am return time 10:00pm  
Louisville INVITATIONAL Tournament @ Louisville, KY.
  - ☒ 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:
- Signature of Person submitting form Jeff Haile Signature of Principal/Designee Chad D.

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



Tyler Smithhart

11/28/2016

Athletic Overnight Trip Request

Dear Henderson County Board of Education,

The Henderson County High School Boys Basketball Team is requesting approval to attend the Henry Clay Invitational Tournament from December 20-22<sup>nd</sup> 2016 and the Red River Shootout in Powell County, KY from December 28-30<sup>th</sup> 2016. The hotel accommodations for the Lexington trip will be provided by the Double Tree on Richmond Rd. Lexington, KY. The hotel accommodations for the Red River shootout will be the Best Western in Winchester, KY. There will be a total of 13 student athletes attending this tournament. The 13 student athletes will be chaperoned by Head Coach Tyler Smithhart, Associate Head Coach Blake Stone, and Assistant Coaches John Siewert, Conner Mattingly, Nick Walker and Brock Stone. Thank you for your time in considering our request and for all your support.

Sincerely,

Tyler Smithhart

Henderson County Boys Basketball Coach

# Henderson County Schools

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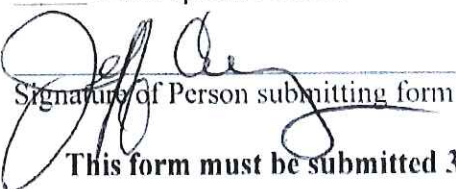
## Overnight and Out of District Bus Trip Guidelines

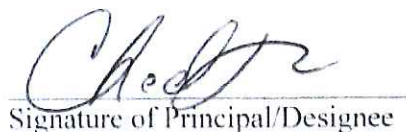
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### Checklist:

- ☒ Sponsor/Coach Name Tylea Smithhauf Cell number (270) 860-4957
- ☒ Date of trip Dec. 20-22, 2016 expected departure time 11:30am return time 8:00pm
- ☒ Henry Clay Tournament, Lexington, KY
- ☒ Adequate Supervision (meets ratio criteria)  
\* Please List Names of Chaperones\*
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- ☒ Attach an itinerary
- ☒ Other specific needs:

  
Signature of Person submitting form

  
Signature of Principal/Designee

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

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### Checklist:

- ☒ Sponsor/Coach Name Tyha Smithant Cell number (270) 860-4957
- ☒ Date of trip Dec. 28-30, 2016 expected departure time 9:00am return time 8:00pm  
Red River Shootout, Powell County Kentucky
- ☒ Adequate Supervision (meets ratio criteria)  
*\* Please List Names of Chaperones \**
- ☒ Obtain parent/guardian permission forms  
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- ☒ Other specific needs:
- ☒ Signature of Person submitting form [Signature]
- ☒ Signature of Principal/Designee [Signature]

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### Checklist:

- ☒ Sponsor/Coach Name Brian Sullivan Cell number 812-449-7476
- ☒ Date of trip 1/6-7/17 expected departure time 12:00pm return time 9:00pm
- ☒ Adequate Supervision (meets ratio criteria)  
\* Please List Names of Chaperones\* Sarah Hardy / Mark Hardy
- ☒ 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.\*
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\*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:

Brian Sullivan  
Signature of Person submitting form

Ch. J. Th...  
Signature of Principal/Designee

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

## **HCHS Academic Team**

### **Itinerary & Trip List**

#### **Students:**

1. Will Hardy
2. Isaac Oettle
3. Austin Meredith
4. Zachary Beickman
5. Cole Privette
6. DJ Banks
7. Harrison Jenkins
8. Alex Chandler
9. Riley Lovell

#### **Itinerary:**

##### **January 6<sup>th</sup>**

Leave HCHS 12:00 pm for Mayesville Hampton Inn

Arrive at Hampton Inn at 5:00 pm

##### **January 7<sup>th</sup>**

Leave Hampton Inn for Fleming Co HS at 7:30 am

Leave Fleming Co HS for HCHS at 5:00 pm

December 12, 2016

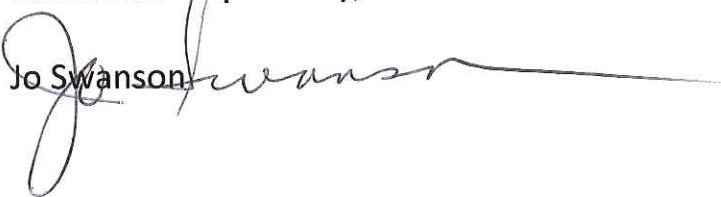
To: Henderson County School Board

Re: International Club Trip

As sponsor of the HCHS International Club, I am requesting permission for an overnight trip for club members to occur in June of 2017. This trip will be similar to ones that this club has taken for over 15 years. International Club has a long history of providing extraordinary opportunities for students to be able to travel abroad while studying the following: modern and old culture, art, people, history, architecture, geography, government and other similar topics. The club is open to any student at HCHS and has announced meetings to invite any student to attend and travel. Chaperones will include HCS staff and parents of students.

The International Club is planning a trip to Scandinavia to the countries of Denmark, Norway and Sweden. A proposed itinerary is also attached.

Submitted respectfully,

Jo Swanson 





***Educational Tours***

# **CAPITALS OF SCANDINAVIA**

*Requested Dates: 6/12/2017 to 6/20/2017*

*Prepared for: Jo Swanson  
Henderson County  
11/15/2016*

EF Center Boston, Two Education Circle, Cambridge, MA 0214

EFtours.com/1770537WF

## *Your partner in global education*

As the **World Leader in International Education**, we've partnered with educators around the world for over 50 years to help students gain new perspectives and build skills for the future through experiential learning. We provide a range of travel programs—Educational Tours, Language Immersion Tours, Service Learning Tours, Global Student Leaders Summits and Custom-Designed Tours—that provide in-depth exploration, authentic connections and hands-on experience. Every EF global program is designed to:

- Explore international destinations to gain awareness of global perspectives and connections
  - Promote international understanding, respect for different cultures, language learning and global citizenship
  - Align with school curricula to bring subjects, people, places and events to life
  - Provide global settings to sharpen key 21<sup>st</sup> century skills—critical thinking, problem solving, communication, collaboration and global competence
  - Develop interpersonal and leadership skills necessary to navigate new experiences with confidence and adaptability
- 

## *What we'll cover in this document*

### **PAGE**

1	Your partner in global education
2	Our commitment to education
3	Our commitment to safety
4	We'll handle the details
5	A day-by-day look at your tour
6-7	What your hotels will be like
8	What your meals will be like
9	Price details
10	Important final details

This proposal is property of EF Education First and the educator/school for which it was intended. Distributing, copying and/or sharing it are prohibited. The proposal, including pricing, is valid for the educator, tour and date(s) specifically mentioned herein. For additions, subtractions or modifications, please contact your EF Tour Consultant.

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## *Our commitment to education*

We believe the best way to help students gain new perspectives and build skills for the future is through experiential learning.

### **Accreditation**

EF is accredited, just like your school, and recognized by the following regional, national and international organizations: Middle States Association of Colleges and Schools (MSA-CES); Western Association of Schools and Colleges (WASC); Southern Association of Colleges and Schools (SACS-CASI) North Central Association (NCA-CASI); National Council for Private Schools Accreditation (NCPSA); and Accreditation International (AI).

### **A standard of excellence**

Our educational travel programs bring to life the knowledge and skills that are called for in many education initiatives, including:

- Partnership for 21<sup>st</sup> Century Skills (P21)
- International Baccalaureate – PYP, MYP, Diploma, IBCC
- Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects
- Global Competence Criteria—defined by the Asia Society and Council of Chief State School Officers
- Global Connection Standards in the National Curriculum Standards for Social Studies
- Culture and Connections Standards in the Standards for Foreign Language Learning
- Standards of Professional Learning—defined by Learning Forward

### **weShare, A More Engaging Learning Experience**

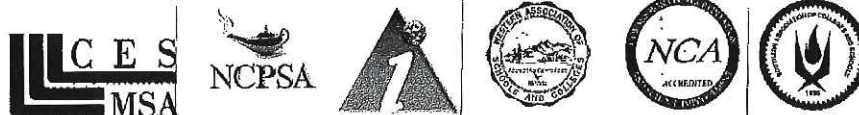
You know students learn on a deeper level when what you're teaching connects to their own lives. That's why every tour comes with weShare, a personalized learning experience powered by your students' curiosity. Using EF's guided learning model, students use their strengths to investigate an issue or topic that inspires them. They reflect on what they've learned through a post-tour project that gives even more meaning to travel—and can earn them academic credit.

### **Earning credit**

Students can earn credit by traveling on an EF tour and completing required coursework. We offer choices, so you can find the credit option that best fits you and your students' needs.

- Students in grades 7-12 can earn elective credit for completing assignments before, during and after their EF tour, setting themselves apart from other college applicants.
- Students can earn college credit through our partnerships with accredited universities.

### **Accredited by:**





## *Our commitment to safety*

Our demonstrated commitment to safety and risk management is proven with our preventative procedures and extensive measures taken to ensure each traveler's safety.

### **Worldwide presence**

As the largest international student travel organization, we have 500 schools and offices in more than 50 countries worldwide. With 43,000 EF staff and teachers around the globe, we're accessible wherever and whenever you need us.

### **General Liability Policy**

- All EF Group Leaders and schools are automatically insured under our \$50 million General Liability Policy, regardless of whether or not the tour is considered a school event.
- This policy safeguards Group Leaders and schools in case of claims from on-tour incidents, such as personal injury and provides a legal defense and covers all associated legal fees.
- EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-.
- All customer payments are protected by a \$1 million customer protection plan.
- EF's General Liability Policy allows for schools and districts to receive a certificate of insurance that names you or your school as a certificate holder. To receive a certificate of insurance that details coverage, talk to your Tour Consultant.

### **Global Travel Protection Plan**

Designed specifically with EF travelers in mind, all travelers have the option to purchase the Global Travel Protection Plan. This plan helps travelers protect their investment from common claims, including: flight delay, loss of job by a parent, death or illness of a family member, and medical coverage on tour in case of sickness or an emergency. While this plan is not required, many Group Leaders choose to make this comprehensive and affordable protection plan mandatory for their travelers.

### **EF's Peace of Mind Program**

At EF, we understand that plans can change due to unforeseen circumstances. EF's exclusive Peace of Mind Program ensures:

- Teachers can work with EF Educational Tours to change their tour's travel dates, modify their tour plans, find an all-new tour or cancel their tour up until 45 days prior to departure. If unforeseen circumstances cause you to cancel within this time period, all travelers will receive a transferable travel voucher.
- With 44 days or less left until departure, teachers may still choose any of the above options if a formal Travel Warning is issued by the US Department of State for any country on your itinerary.

- Highly respected in the industry by:



## *We'll handle the details*

As your educational travel partner, we work with teachers, students and parents to ensure a seamless experience—before, during and after tour. In other words, we're with you every step of the way.

### **BEFORE TOUR**

#### **Support Team and resources**

Dedicated Tour Consultants guide teachers through the planning process, while Local Representatives from your area work face-to-face to provide support. We give teachers their own personal tour website with helpful tools to share tour information, manage deadlines and more. In addition to online resources, we also provide an array of printed materials for teacher, students and parents.

#### **International Training Tours**

Ensuring teachers are fully prepared to lead an EF tour is our commitment to your school community. Through our blended learning model, all first-time EF Group Leaders receive complimentary international training. Conducted by EF personnel and experienced EF Group Leaders, the program includes online, classroom and experiential learning components. In the event a Group Leader cannot attend one of these complimentary tours, we offer live webinars to prepare them and answer questions before they travel.

#### **Traveler account management**

Our knowledgeable and friendly Customer Service Representatives help travelers and their parents with all billing transactions, protection plans and tour activity questions. We also offer flexible and convenient payment options that allow parents to choose when—and how—they want to pay.

---

### **WHILE ON TOUR**

#### **Everything is included**

This all-inclusive global experience makes it easy for teachers and students to explore the world. From flights and hotels to most meals and experiential activities, we take care of every detail so travelers can focus on the experience.

#### **Guided travel**

A personal bilingual Tour Director stays with your group 24/7. They handle every on-tour detail to ensure a smooth travel experience while also providing unique local insight. Expert local guides, meanwhile, share their knowledge of history, art, architecture and more during guided tours.

---

### **AFTER TOUR**

#### **Program development**

We'll work with you to build a travel program at your school so even more students have the opportunity to experience the world.

## A day-by-day look at your tour

This is the itinerary page that students and parents will see in their tour itinerary guide. It's just one of the many resources they'll receive in preparation for your tour.

### What you'll experience on your tour

#### Day 1: Fly overnight to Norway

#### Days 2-3: Oslo | Night ferry

- Meet your Tour Director at the airport in Oslo, Land of the Midnight Sun and home of Viking kings and canyon-out fjords. Delve into Oslo's origins during your stay and view beautifully preserved 9th-century Viking ships when you stop at the Bygdøy Peninsula. Look for former resident Henrik Ibsen's statue outside the National Theatre. The acclaimed playwright lunched every day at the Grand Hotel, the same site that holds the annual Nobel Peace Prize banquet. Enjoy a stroll along the harbor as you pass the 19th-century buildings of Oslo University and the Parliament. Keep an eye out for the plumed guardsmen of the Royal Palace.
- Take a walking tour of Oslo
- Take a guided tour of Oslo: Rådhuset (Town Hall)
- Visit the Viking Museum
- Visit the Vigeland Sculpture Park
- Board an overnight ferry to Copenhagen

#### Day 4: Copenhagen

- Arrive in Copenhagen, Hans Christian Andersen's fairy-tale city. While here you'll pass by Tivoli Gardens (the city's lively amusement park), Christiansborg Palace (seat of the Danish Parliament) and the Royal Theatre (home of the famous Royal Danish Ballet). Stop at the royal residence Amalienborg before seeing the statue of the fabled Little Mermaid, who watches over the harbor. You'll also have a chance to walk through Old Copenhagen and climb the 17th-century Round Tower, Europe's oldest functioning observatory. A winding, 685-foot staircase links the tower to a church and library, which now serve as a concert and exhibition hall. See if you can make out the gilded inscription penned by King Christian IV high atop the façade.
- Take a guided tour of Copenhagen: Tivoli Gardens; Christiansborg Palace
- Take a walking tour of Copenhagen: City Hall Square; Old Town
- Visit the Round Tower

#### Days 5-6: Copenhagen | Gränna | Stockholm

- Time to explore more of Copenhagen or
  - Kronborg Castle in Elsinore
- Travel to Gränna
- Visit historic peppermint rock candy factory
- Travel over Öresund Bridge to Stockholm, the Swedish capital. During your visit, you'll see Old Town, the Royal Opera House, the Parliament, the Royal Palace and the oldest church in Stockholm, dating from 1308. Visit the Town Hall and admire the lavishly decorated Golden Hall, which hosts Nobel Prize festivities annually. Journey to the Island of Djurgården to visit Vasa, a well-restored 17th-century warship. King Gustavus Adolphus demanded that this ornate eight-level ship be created with two gun decks (as opposed to the standard one). However, when the ship went out for its maiden voyage, a gust of wind sank Vasa before it could even leave the city's harbor. The ship's wreckage was discovered in 1956.

#### Day 7: Stockholm

- Take a guided tour of Stockholm
- Visit the Stockholm Town Hall
- Visit the Vasa ship

#### Day 8: Stockholm

- Take a walking tour of Stockholm: Stock Exchange; Old Town; Royal Palace
- Time to explore more of Stockholm or
  - Drottningholm Palace or Skansen (seasonal)

#### Day 9: Depart for home

#### • 2-DAY TOUR EXTENSION

- Day 8: Stockholm | Night ferry
  - Travel by night ferry to Helsinki

#### Days 9-11: Helsinki

- Take a guided tour of Helsinki
- Take a walking tour of Helsinki
- Take an excursion to Estonia
- Take a guided tour of Tallinn
- Depart for home

*I like EF tours because of the organization and they prepare the way. Our tour leader was a young woman from Sweden who lives in Copenhagen so she really knew the area. I enjoyed Copenhagen and Stockholm the most. Tallinn, Estonia was the most interesting as we saw the old buildings of the Communist era with modern additions.*

— WILLIAM, TRAVELER



*Copenhagen was my favorite city because we had practically a whole two days there and that amount of time was perfect. ... This trip brought our school group together so much that even a year later we are still bragging about how wonderful our trip to Europe was!*

— CAITLIN, TRAVELER



### TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

• Optionals and excursions



## *What your hotels will be like*

A good night's sleep is important, so you can count on safe, clean and comfortable hotels with private bathrooms. Every hotel we work with is required to meet our high standards for quality, safety and cleanliness. Three to four students of the same gender will share a room, which will have a combination of twin and shared double beds. Please be aware that hotels may have different amenities than you find in American hotels.

### HERE ARE EXAMPLES OF THE TYPES OF HOTELS YOU'LL STAY AT ON TOUR:

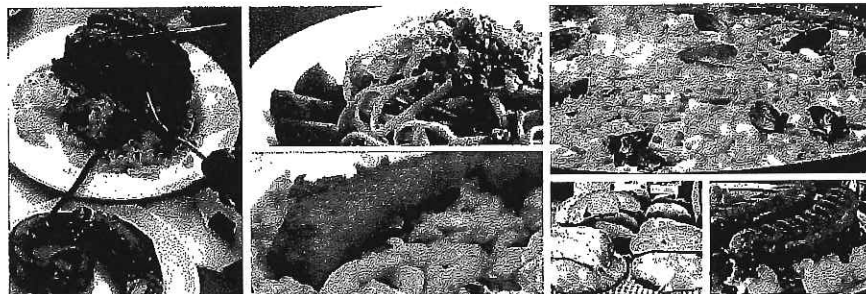
Name and Address	City	Telephone	Website
<u>Anker Hotel</u> Storgata 55 Oslo 0182 Norway	Oslo	47 22 99 75 00	<a href="http://www.ankerhotel.no/en/">www.ankerhotel.no/en/</a>
<u>DFDS Seaways 16:30 Oslo- Copenhagen 9:45</u> Start time 4:30 PM End time 9:45 AM Sundkrogsvej 11 Copenhagen DK-2100 Denmark	Cph	+45 33 42 30 10	<a href="http://www.dfds.com">www.dfds.com</a>
<u>Go Hotel Copenhagen</u> Englandsvej 333 Kastrup 2770 Denmark	Copenhagen		<a href="http://www.goohotel.com/en/">www.goohotel.com/en/</a>
<u>Ibis Styles Stockholm Jarva</u> Ibis Styles Stockholm Jarva Vallgatan, 7 Stockholm 17067 Solna Sweden	Stockholm	+46 812090100	<a href="http://www.accorhotels.com/gb/hotel8369ibisstylesstockholmiarva/index.shtml">www.accorhotels.com/gb/hotel8369ibisstylesstockholmiarva/index.shtml</a>
<u>Ibis Styles Stockholm Jarva</u> Ibis Styles Stockholm Jarva Vallgatan, 7 Stockholm 17067 Solna Sweden	Stockholm	+46 812090100	<a href="http://www.accorhotels.com/gb/hotel8369ibisstylesstockholmiarva/index.shtml">www.accorhotels.com/gb/hotel8369ibisstylesstockholmiarva/index.shtml</a>

## What your meals will be like

These are examples of the types of meals you and your students will be served on tour.

## SAMPLE MENUS: EUROPE

Discovering new foods can be one of the best parts of travelling. The sample menus below are just a few examples of the types of traditional, local favorites you will have the opportunity to try on tour. Every meal will include table water (or bottled water if deemed necessary by locals) and you can usually buy other beverages if you wish. All meals are served as a group—not à la carte—and a vegetarian option will be available if requested in advance. Please notify EF of any other dietary restrictions or food allergies you may have. Enjoy!



### AUSTRIA

Soup  
Wiener schnitzel  
Chocolate cake

### CZECH REPUBLIC

Soup  
Goulash  
Ice cream

### FRANCE

Menu 1  
Cheese quiche  
Turkey with rice, sauce,  
mushroom and beans  
Apple tart  
Menu 2  
Salad  
Flammekueche  
Chocolate mousse  
Menu 3  
Couscous with  
vegetables and meat  
Fruit salad

### GERMANY

Menu 1  
Pretzel with  
cream cheese  
Turkey with  
spaetzle dumplings  
Fruit  
Menu 2  
Vegetable soup  
Bratwurst with kraut  
and mashed potatoes  
Ice cream

### GREECE

Menu 1  
Spinach pie  
Moussaka  
Rice pudding  
Menu 2  
Greek salad  
Chicken with oven-  
baked pasta  
Walnut pie

### ITALY

Menu 1  
Tomato bruschetta  
Cannellini beans with  
garlic and sage  
Lasagna  
Gelato  
Menu 2  
Spaghetti with pesto  
Pork loin with spinach  
and potatoes  
Fruit salad

### IRELAND

Soup  
Chicken with mashed  
potatoes and gravy  
Fruit salad

### SPAIN

Spanish Tortilla  
Pork loin with potatoes  
and mushrooms  
Ice cream

### SWITZERLAND

Soup  
Alpine Macaroni  
Chocolate mousse

### UNITED KINGDOM

Menu 1  
Fish and chips  
Ice cream  
Menu 2  
Chicken and hummus  
Flan  
Menu 3  
Naan bread  
Chicken curry

## Price details

In addition to the support you receive before and after tour, along with the logistical support you receive on tour, your guaranteed lowest price covers all of the details.

### *Capitals of Scandinavia*

Program Price\* **\$3,665**

Includes:

- Round-trip airfare and on tour transportation
- Hotels with private bathrooms
- Breakfast and dinner (see your itinerary for meal details)
- Full-time Tour Director
- Daily activities, tours and entrances to attractions

Global Travel Protection **\$155**

EF's Peace of Mind Program\* **Free**

**Total for Students (under 20) \$3,820**

6 monthly payments **\$621/mc**

Adult Supplement<sup>2</sup> **\$375**

**Total for Adults \$4,195**

6 monthly payments **\$684/mc**

Quote created on 11/16/2016

\* Program price valid for today. Change and cancellation fees of up to the total price will apply. Applicable airline baggage fees are not included and can be found at [efours.com/baggage](http://efours.com/baggage). All prices subject to verification by an EF Tour Consultant. To view EF's Booking Conditions, visit [efours.com/bc](http://efours.com/bc). Some countries may require aircraft insecticide treatment for in-bound foreign flights. Such countries can be found at [efours.com/insecticide](http://efours.com/insecticide)

<sup>2</sup> Adult supplement required for travelers age 20 and older at the time of travel.

\* We understand that plans sometimes change due to unforeseen circumstances. EF's Peace of Mind Program allows your entire group to change your tour or departure date. Your group can feel secure planning your trip, knowing that your plans are flexible.

Itinerary shown is for 2017 travel. Itineraries are subject to change biannually; please call for more details



## *Important final details*

### **The EF Price Guarantee**

We're dedicated to making travel accessible to as many students as possible. Our unmatched global presence and longstanding relationship with airlines and hotels ensure you will always give your students the best experience at the lowest price, guaranteed.

What it means for you:

- The guaranteed lowest price—if you find a similar tour for less, we'll beat it.
- One simple price—no enrollment or departure fees.
- Once a student enrolls, their price will never change.

I hope you've found this document useful. As your EF Representative, I'm here to answer any questions that you may have. Please don't hesitate to contact me with any questions.

**Sincerely,**  
Zach Wolfe  
Global Education Consultant  
502-209-4170  
Zach.Wolfe@EF.com

**Transportation Request Form****(for bus or car)****EDUCATIONAL, EXTRA-CURRICULAR AND/OR OVERNIGHT TRIP**

(Submit to Transportation Department at least five (5) days prior to date of departure.)

SCHOOL South Middle School REQUESTED BY: Ryan ReuschCLASS/ORGANIZATION: KYADeparture Date and Time: 8:00 a.m. Thurs. 12/15/16Return Date and Time: 1:00 p.m. Sat 12/17/16Destination: Frankfort, KYPurpose/Expected Benefits: Students learn how a bill becomes a LAWIs a Bus or Car Needed? Bus Has a Driver Been Contacted? YesNumber of Students: 30 Number of Chaperones: 3

Prepare three (3) lists of all persons going on a trip: one for the Principal, one for the bus/car driver, and one for the certified person accompanying the students.

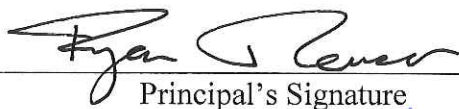
HAVE ALL CHAPERONES UNDERGONE THE REQUIRED RECORDS CHECK AND BEEN DESIGNATED BY THE PRINCIPAL/DESIGNEE TO SUPERVISE STUDENTS? ☒ YES ☐ NO

APPROVED AS SUBMITTED: \_\_\_\_\_

DISAPPROVED FOR THE FOLLOWING REASON: \_\_\_\_\_

Paid By School Allotment Yes Other KYA

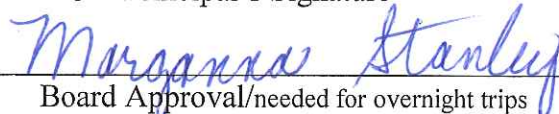
(name of account)



Principal's Signature

12/13/16

Date



Board Approval/needed for overnight trips

Date

**RELATED PROCEDURES:**

09.36 (all procedures)

Review/Revised: 9/19/2016



TRIP ID#

7893

## Henderson County Schools

## Transportation Request for Extracurricular Trips

Requested by:	Vic Rosentrueter		
Date Submitted:	12/13/16	School:	HC HS
Group:	JROTC - rifle		
Funding Source for Trip Cost:	U.S. Army		
Destination:	Port Clinton, Ohio		
Purpose of Trip:			
Date(s) of Trip:	2017 JROTC Service Championships 2/15/17 - 2/19/17		
	Departure Time (CST)	Arrival Time (CST)	
To the Event:	7:00 AM <input checked="" type="radio"/> PM	4:00 AM <input checked="" type="radio"/> PM	
On Return Trip:	7:00 AM <input checked="" type="radio"/> PM	4:00 AM <input checked="" type="radio"/> PM	
Street:	1000 W. Lawrence Drive		
City, ST:	Port Clinton, Oh.	ZIP	43452
Number of Students	5	Number of Adults	1
Total:		6	
Number of Vehicle(s) Required:	Bus	SUV	Car
		<input checked="" type="checkbox"/>	
Will you require a handicap-accessible bus?	Yes		No <input checked="" type="radio"/>
Does the driver need to remain with group during the event?	Yes <input checked="" type="radio"/>		No
Emergency Contact Number of Sponsor:	(270) 454-4076		
Additional Requirements:	none		
Medical Needs:	none		
Employee Signature:	Victor P. Rosentrueter		

Office Use	ORG:		PROJ:	
	Principal Approval:	Chad Thompson		
	Date of Approval:	12/13/16		



# Henderson County Schools

1805 Second Street, Henderson, Kentucky 42420

(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 Jim Rosentute Cell number 270-454-4076
- ☒ Date of trip 2/15/16 expected departure time 7:00 a.m. return time 2/19/16 4:00 p.m.
- ☒ 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

n/a Other specific needs:

Jim P. Rosentute  
Signature of Person submitting form

Ch. D. R.  
Signature of Principal/Designee

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



**CONGRATULATIONS!** Congratulations to all JROTC unit teams and individual cadets that qualified for the 2017 JROTC Service Regional Championships. This competition will give JROTC units and individuals who earned the right to represent their schools an opportunity to meet the challenges of a major shoulder-to-shoulder competition. The JROTC Service Championship is also the qualifying competition for the 2017 National JROTC Championship. Individual and team JROTC Championship awards will be presented and the top unit teams and at-large individuals will qualify for the National JROTC Championship CMP Competition Center in Anniston, AL on 23-25 March 2017. This official program governs the conduct of the championship and provides information so JROTC units that qualified teams or individuals can plan their participation. **Thank you to Midway USA for their contributions!**

#### DATES AND LOCATIONS.

Dates	Location	Services Represented
9 - 11 February 2017	Cashman Center Las Vegas, NV	Army, USMC and Air Force
9 - 11 February 2017	CMP Competition Center – South 1470 Sentinel Drive Anniston, AL 36207	Army and Air Force
16 - 18 February 2017	CMP Gary Anderson Competition Center 1000 N. Lawrence Dr Bldg 5042 Port Clinton, OH 43452	Army and Air Force
16 - 18 February 2017	South CMP Competition Center 1470 Sentinel Drive Anniston, AL 36207	Navy

**QUALIFYING TEAMS AND INDIVIDUAL CADETS.** Qualifications were based on geographic proximity to the regional host site. Please refer to the postal program for complete selection information. To see a current list of team/individual invitations, go to: <http://thecmp.org/air/jrotc-air-rifle-national-championship/>

**TEAM AND INDIVIDUAL ENTRY CONFIRMATION.** Because of the short time period between when the JROTC postal scores became and the start of the Service Championship, it is critically important that every JROTC unit receiving an invitation to participate inform CMP as soon as possible as to your intention to participate. **Instructors of qualifying unit teams or individuals are requested to complete online registration no later than 20Jan17.** This can be found by following the link for JROTC Service Championship Registration found at: <http://thecmp.org/air/jrotc-air-rifle-national-championship/>. Please let CMP know if your team or individual will not participate so we can invite the next team or individual. *Failure to respond by 20Jan17 will be taken as a forfeit of invitation and the next individual/team will be invited in your place.*

#### JROTC SERVICE CHAMPIONSHIP.


- **Rules.** The competitions will be governed by the **2016-2018 11<sup>th</sup> Edition National Standard Three-Position Air Rifle Rules.** Copies

Updated: 12/13/2016 9:30 AM





of the rules may be purchased from the Civilian Marksmanship Program or rulebooks may be downloaded from the CMP web site at <http://thecmp.org/air/national-standard-three-position-air-rifle-rules/>.

- **Competition Host.** The Civilian Marksmanship Program will host this competition.
  - **Competition Sanction.** The National Three-Position Air Rifle Council has sanctioned the 2017 JROTC Service Championships. Scores fired can be recognized as national records.
  - **Midway USA Foundation.** The Midway USA Foundation is partnering with CMP to conduct this competition. Every 4-person team that competes at this competition will receive a contribution into their endowment fund. Additional funds will be added to the winning team's endowments, at the regionals and again at Nationals.
- 
- **JROTC Service Team Championships, Sporter and Precision Classes.** Each qualifying team may bring up to five cadets to the competition. If a unit team brings five cadets, they must designate the four team members and one alternate at the time of check-in. Subsequent substitutions are possible only in the case of illness or an emergency. Members of qualifying unit four-person teams will fire two 3x20 courses of fire.
  - **JROTC Individual Championships, Sporter and Precision Classes.** The four members of each unit team, plus all at-large individual qualifiers, and all alternates will compete for individual awards. On day two of the match, the top eight individuals in the precision and sporter classes will compete in a 10-shot final. Final individual rankings for these cadets will be based on the total of their two 3X20 scores plus the final scores fired by the top eight individuals.
  - **EIC Credit Points.** The National Three-Position Air Rifle Council recognizes the JROTC Service Championships as a National Council Member Championship. The top 25% of all Non-Distinguished competitors in the overall individual rankings will receive EIC credit points (counts towards Junior Distinguished status) in accordance with National Council regulations (Appendix D in the National Standard Rules). EIC Points will be calculated after the competition has concluded on the 18<sup>th</sup> and will be made available the following week. Cadet's that have recently earned their distinguished badges may bring their badges with them to be presented. Please turn the badge in at check-in.

**Qualifying for JROTC National Championship.** The 2016-2017 JROTC Air Rifle Marksmanship Program will culminate with the National JROTC Air Rifle Championship on 23 - 25 March 2017. The Championship is scheduled to take place at the CMP Competition Center in Anniston, AL.

- **Army** - The top seven sporter and the top five precision unit teams in the Army JROTC Championship, plus the top eight at-large individual cadets in the sporter class and the top five at-large individual cadets in the precision class, will represent the Army JROTC at the JROTC National Championship.
- **USMC** - The top seven sporter and the top five precision unit teams in the Marine Corps JROTC Championship, plus the top eight at-large individual cadets in the sporter class and the top five at-large individual cadets in the precision class, will represent the Marine Corps at the JROTC National Championship.
- **Navy** - The top seven sporter and the top five precision unit teams in the Navy JROTC Championship, plus the top eight at-large individual cadets in the sporter class and the top five at-large individual cadets in the precision class, will represent the Navy JROTC at the JROTC National Championship.
- **Air Force** - The top seven sporter and the top two precision unit teams in the Air Force JROTC Championship, plus the top eight at-large individual cadets in the sporter class and the top two at-



large individual cadets in the precision class, will represent the Air Force JROTC at the JROTC National Championship.

**AWARDS.** The following awards will be presented during the award ceremony for each service.

- **Individual Awards.** Individuals will receive medals. The following awards will be awarded at each location. The number of awards will be determined based on the number of participants.
  - 65 or more individuals – 1<sup>st</sup> – 8<sup>th</sup>
  - 35 – 64 individuals – 1<sup>st</sup> – 5<sup>th</sup>
  - 34 – 5 individuals – 1<sup>st</sup> – 3<sup>rd</sup>
  - 4 – 3 Individuals – 1<sup>st</sup> – 2<sup>nd</sup>
  - 2 individuals – 1<sup>st</sup>
  - 1 individuals – no awards will be presented
- **Team Awards.** Each team will receive five team medals. The following award scale will be used per location. The number of awards will be determined based on the number of participating teams.
  - 5 teams – 1<sup>st</sup> – 3<sup>rd</sup> place
  - 2 – 4 teams – 1<sup>st</sup> place
  - 1 team – no team awards will be presented

**TRAVEL AND ACCOMMODATION ARRANGEMENTS.** Qualifying teams and individuals **must make their own** travel arrangements to Camp Perry, Ohio; Anniston, Alabama; or Las Vegas, NV.

Area Lodging (CMP Facilities):

Anniston - <http://thecmp.org/competitions/cmp-national-matches/area-lodging-links/area-lodging-links-al/>

Camp Perry - <http://thecmp.org/competitions/cmp-national-matches/area-lodging-links/>

**REGISTRATION AND LIABILITY FORMS.** All coaches/instructors and chaperones must complete a **CMP Liability Release Form. This is only for those over 18.** This form can be found at: <http://thecmp.org/wp-content/uploads/Affidavit.pdf>. It may be completed, notarized and returned to the CMP at the time of check-in. This form can also be completed and notarized at Camp Perry, Anniston, or Las Vegas—a notary will be on duty during check-in.

**PARENTAL PERMISSION FORMS.** All participating cadets must submit or bring a signed **Parental Permission Form** at the time of check-in. A copy of this form is located at: [http://thecmp.org/wp-content/uploads/Jr\\_Release.pdf](http://thecmp.org/wp-content/uploads/Jr_Release.pdf).

**CHAMPIONSHIP SCHEDULE.** Any further schedule changes will be announced as soon as they are made, but not later than the Coaches Meeting.

Three Relay Schedule – Camp Perry, OH and Anniston, AL

Day	Time	Activity	Location
<b>Day 1 – Check-in &amp; Training</b>  Thursday 9 February  or  Thursday 16 February	<b>Arrival</b>		
	0900-1700	Check in, Registration, Equipment Control *check in starts <b>2 hours</b> prior to your scheduled training (see <i>squadding</i> )	Competition Center
	1100-1630	Training, teams and individuals train according to their competition relays. Training relays start at 1100, 1300 and 1500 (Relays A, B & C) Each training session will last one hour.	Range
	1230 or 1430	Coaches Meeting (attend only one time)	Classroom
<b>Day 2 – Match Day</b>  Friday 10 February  or  Friday 17 February	0800 – 1000	Late Check-in and Equipment Control	Front Desk
	0800 – 1000	3x20 competition, Relay A	Range
	1030 – 1230	3x20 competition, Relay B	Range
	1340 - 1400	Coaches Meeting for Late Check-ins	TBD
	1300 – 1500	3x20 competition, Relay C	Range
<b>Day 3 – Match Day &amp; Final</b>  Saturday 11 February  or  Saturday 18 February	0800-1000	3x20 competition, Relay C	Range
	1030-1230	3x20 competition, Relay A	Range
	1300-1500	3x20 competition, Relay B	Range
	1545 – 1615	Finals for all services	Range
	Immediately following Final	Competitor Reception	Lobby
	Following Reception	Award Ceremony	TBD
<b>Departure</b>			

**SPECIAL INFORMATION:**

- Squadding will be posted on the championship website on or before 2 Feb 2017 at <http://theCMP.org/3P/JROTC.htm>.
- Team Check-In and Equipment Control.** At check-in, teams must confirm final entries and identify alternates (if any). There are no entry fees for this competition. All competitors must have their air rifles and shooting equipment checked at equipment control. Sporter air rifles will have trigger weights checked (1.5 lbs. minimum). Sporter clothing will be checked. Shooters must come to equipment control with air rifles, slings, shoes, kneeling rolls and all clothing they will wear during competition. Spotting scopes are not permitted, and are not needed for electronic targets.



- **Shipping Air Cylinders.** The Transportation Security Administration has increasingly denied transport of air and CO<sub>2</sub> cylinders in checked baggage in checked baggage. Teams that plan to travel by air are advised to ship air or CO<sub>2</sub> cylinders in advance to:

Anniston, Alabama	Camp Perry, Ohio	Las Vegas, NV
CMP Attn: JROTC Championship 1470 Sentinel Drive Anniston, AL 36207	CMP Attn: JROTC Championship Camp Perry Training Site, Bldg #3 Port Clinton, OH 43452	Please ship empty cylinders to your hotel.

**Note:** Air cylinder packages must have the name of the school or JROTC unit printed on the outside of the package. It is recommended that you ship via FedEx or UPS so that you have a tracking number for your packages. Please purchase a return packing slip prior to traveling.

- **Electronic Targets.** The match will be fired on KTS Electronic Targets. Shooters should not bring spotting scopes because the exact shot locations are shown on electronic monitors at each firing points.
- **Shooting Mats.** Shooting mats will be available in Anniston and Camp Perry. However, shooting mats **will not be available in Las Vegas.**
- **Air and CO<sub>2</sub>.** Compressed air and CO<sub>2</sub> gas will be available at all locations.
- **Score Posting.** All scores fired will be displayed on the CMP Competitor Tracker results system at <http://ct.thecmp.org> Scores and competitor rankings will be displayed electronically on the range throughout the competition.
- **Shooter's Reception.** There will be an informal shooters reception that will take place on the last day of the competition after the Sporter and Precision Finals have concluded. This will allow teams more flexibility with their travel plans. The CMP will provide food for coaches and cadets. Additional Reception tickets can be purchased from the CMP for \$10.
- **Parents and Guests.** Parents or other individuals who wish to attend the Championship are most welcome to attend. The LCD monitors that display all competitors' targets, shots, scores and rankings will make being a spectator at this Championship an especially memorable experience. Parents and guests are also welcome to attend the awards ceremony.
- **Uniforms and Clothing.** All championship events will be informal.



If you have questions regarding the JROTC Air Rifle Championships, contact CMP Competitions, 419-635-2141, ext. 730 or [bdonoho@thecmp.org](mailto:bdonoho@thecmp.org).



## **Rosentreter, Victor - HCH, Army Instructor-JROTC**

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**From:** Redmon, Lee C Jr CIV (US) <lee.c.redmon.civ@mail.mil>  
**Sent:** Monday, December 12, 2016 1:10 PM  
**To:** Rosentreter, Victor - HCH, Army Instructor-JROTC; Robinson, Charles; Curt Lapham; Gramig, Keith; Timothy Gobin; David Farlow; Tyler Osenbaugh; Marc Satterfield; Kenneth Duxbury; Eric Croke; David Clifford; Zoellers, David  
**Cc:** Smith, Robert L CIV USARMY USACC (US)  
**Subject:** FW: Air Rifle Team and Indiv Qualifiers for the All Army Championships at Anniston, AL  
**Attachments:** AllArmyAirRifleChamp2017Program.pdf

### **ATTENTION ALL RIFLE TEAM COACHES**

If you received this email CONGRATULATIONS! because one of your air rifle teams or individuals has qualified to attend this year's All Army Air Rifle Championships at the CMP Gary Anderson Competition Center - 1000 N. Lawrence Dr, Bldg 5042 Port Clinton, OH 43452 The dates are 16 - 18 Feb 2017. If you are interested in attending this competition you need to reply to CMP so they know that you are planning on attending. If you don't attend then your slot will be given to the next qualifying school. Right now we have 7 teams and 4 individuals from KY, OH, IN & MI that are invited to this event. I need you to contact CMP at [bdonoho@thecmp.org](mailto:bdonoho@thecmp.org) and CC me so I will know if you are planning on attending or not.

If you don't know how to get to the CMP website just go to: [www.odcmp.com](http://www.odcmp.com) and click on 2017 JROTC Service Championships box and you will see all of the information concerning the Army Qualifiers. Send CMP an email to let them know that you have accepted or declined the invitation. I have also include the Match Program with this email (see attachment) that has all of the details concerning the different matches.

Lastly, if you are planning on attending this competition then you need to contact Cindy Fleenor if you are going to request financial assistance paying for a bus or van plus lodging for your cadets and one meal per day is what we can pay for to help you attend this event. Make sure that you contact her at least 30 days prior to the Event but as soon as possible so she can get everything coordinated for you before you depart for Camp Perry, OH in Feb 2017. Call me if you have any questions or contact Brad Donoho at 419-635-2141 ext 730 or send him an email (see address above). Thanks and good luck and good shooting to all teams and individuals who will be participating. This match will decide who gets invited to the National Air Rifle Championships in March. HOOAH!!!

Aim for Success

Lee Redmon, GS  
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