

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX C DATE: June 5, 2019

TOPIC/TITLE: Travel Requests

PRESENTER: Scott Hawkins

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☐ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

As per Board policy the attached travel requests must be approved by the Board.

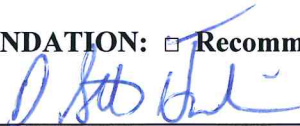
SUMMARY OF MAJOR ELEMENTS:

Attached: WCHS Juniors/Chaperones (Washington, D.C.); WCHS Cross Country Team (Blue Licks Battlefield State Resort Park, Carlisle, KY); WCHS Cheerleaders (UK Cheer Camp, Lexington, KY).

IMPACT ON RESOURCES: Please see attached documentation.

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: June 4, 2019

TOPIC/TITLE: Travel Request/WCHS/Trip for Juniors/Washington, D.C./April 8-12, 2020

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
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- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel is required.

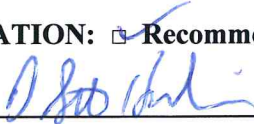
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for WCHS Juniors and chaperones to travel to Washington, D.C. on April 8-12, 2020, per the attached request.

IMPACT ON RESOURCES: See attached travel request form.




TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
OUT OF STATE OR OVERNIGHT
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Amber Sergent, Andy Smith
DATES OF TRIP:	April 8-12 th 2020
TRIP TO:	Washington DC
METHOD OF TRANSPORTATION:	Charter Bus
ACCOMMODATIONS:	Holiday Day Inn Manassas, Virginia
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	<p>Students will understand and experience the museums, monuments, and landmarks of American history.</p> <p>Academic Expectations 2.16 Students observe, analyze, and interpret human behaviors, social groupings, and institutions to better understand people and the relationships among individuals and among groups. 2.17 Students interact effectively and work cooperatively with the many ethnic and cultural groups of our nation and world.</p> <p>Academic Expectations 2.19 Students recognize and understand the relationship between people and geography and apply their knowledge in real-life situations.</p> <p>Academic Expectations 2.20 Students understand, analyze, and interpret historical events, conditions, trends, and issues to develop historical perspective.</p>
CONFERENCE AGENDA: SEE ATTACHMENT	

NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	56 (Including Nurse)
TOTAL ESTIMATED COST:	34,000
COST INCLUDES:	Transportation, hotel (4 nights), breakfast (4 days), dinner (4 days), admissions to attractions and museums, travel around the city
FUNDING SOURCE:	Student Payments
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended 
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended 
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended 

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: June 4, 2019

TOPIC/TITLE: Travel Request/WCHS Cross Country Team/Blue Licks Battlefield State Resort Park/
Carlisle, Kentucky/July 26-28, 2019

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
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- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel is required.

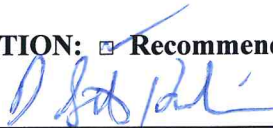
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for the WCHS Cross Country Team to have a camping/training/team bonding trip to Blue Licks Battlefield State Resort Park in Carlisle, Kentucky, on July 26-28, 2019, per the attached request.

IMPACT ON RESOURCES: See attached travel request form.

TIMETABLE FOR FURTHER REVIEW OR ACTION:

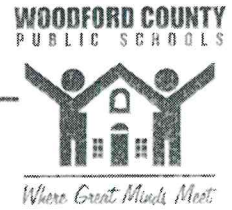
SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended





Woodford County High School

180 Frankfort Street • Versailles, Kentucky 40383
859-873-5434 • Fax 859-873-7731



May 14, 2019

To Mr. Hawkins and Woodford County School Board Members:

My name is Brooke Stickel, and I am the cross country coach for Woodford County. I am filing paperwork for an over-night trip with the girls' and boys' high school cross country teams. The purpose of this trip is to have a team bonding experience at the beginning of the season to prepare both teams for a competitive cross country season. We plan to stay at the Blue Licks Battlefield State Resort Park at 10299 Maysville Rd. Carlisle, KY from July 26th until July 28th. Camp activities will include hiking, swimming, running, informational meetings, and games.

I and Coach Dr. Phil Latham of our cross country team will be the head chaperones, and we have a few WCHS parents lined up to help chaperone. I have the two of us coaches (Dr. Phil Latham, and I), and parent Jeremy Reynolds already lined up to be chaperones, and I anticipate getting one or two more parents to help that weekend as time gets closer. I expect to have a 1:4 or a 1:5 ratio of chaperones to athletes. I am expecting to have 30-35 athletes participate from our team. Team responsibilities will also be dealt out by class. Each class will be responsible for preparing and cleaning up after one meal, and each class will be responsible for certain duties around camp. I am hoping this will also help to teach team responsibility.

We will be sleeping in tents with accommodations close by. I have a list prepared for athletes on what to bring with them and what to leave at home. We plan on setting up the girls' tents on one side of the campsite, boys' tents on the other side, and coaches'/chaperones' tents in the middle. We will be at electric sites, so we will be preparing food with gas and electric appliances and over the camp fire. Our team tent provides shade and shelter for dining and rainy weather. In case of severe weather, there are permanent buildings at the camp grounds for shelter. Dr. Latham and I are trained in CPR and First Aid as well as medication administration. We will have proper forms filled out for any athletes who will be traveling with medications.

Food and camp-site rental will be paid through the cross country team account to cover costs of camp site rental and camp T-shirt. I had figured the total cost for the weekend will be \$1364 for the team. Last year our team costs for camp were around \$500 total.

I thank you for your time and consideration for this team bonding trip. I know both teams will benefit from the experience.

Thank you, again,

Brooke Stickel
Head Cross Country Coach
Woodford County

WCHS PURPOSE STATEMENT

WCHS provides all students a rigorous and comprehensive program of studies in a safe and caring environment, preparing them to pursue their life ambitions and contribute to society.

**WOODFORD COUNTY SCHOOLS
OUT OF STATE OR OVERNIGHT
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Brooke Stickel, Head Cross Country Coach
DATES OF TRIP:	Friday July 26th- Sunday July 28th 2019.
TRIP TO:	A cross country team camping trip to Blue Licks Battlefield State Resort Park, 10299 Maysville Rd. Carlisle, KY 40311.
METHOD OF TRANSPORTATION:	Cross Country parents will drive the athletes to and from the camp ground.
ACCOMMODATIONS:	Group Camping sites with camping tents (provided by parents).
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	To expose the cross country team to a different training area and start the cross country season with a team-bonding experience to develop team unity.
CONFERENCE AGENDA: SEE ATTACHMENT	Leave Friday, July 26 th , in the afternoon, around 3:00 PM from the high school, arrive at Blue Licks Battlefield State Resort Park around 5:00 PM. Athletes will be participating in morning and evening runs, team meals, motivational speakers, nutrition specialists. Return back to WCHS on Sunday July 28 th around 2:00 PM.
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	30-35 high school cross country athletes from WCHS (boys and girls combined). I have 2 cross country parents interested in traveling and being chaperones at this point as well as the two cross country coaches. I expect a 1:4 or 1:5 chaperone to athlete ratio.
TOTAL ESTIMATED COST:	Electric Camp-site cost: 7 camp sites (\$26 each per night) for up to 6 people for 2 nights is \$364. Other expenses in case of emergency: \$100, to be deposited back if not used. Camp t-shirts will be around \$300. We will also be purchasing food and supplies through Kroger with the school

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WOODFORD COUNTY
BOARD OF EDUCATION

	account, up to \$600. Total: \$1364.
COST INCLUDES:	Camp site rental, camp t-shirts, food.
FUNDING SOURCE:	Cross country school account and Cross Country Booster account.
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

SCHOOL ACTIVITY FUND
INDIVIDUAL ACTIVITY BUDGET WORKSHEET

F-SA-4A

School	WCHS
Activity Fund	cross countr

Year	2019-2020
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Description	Receipts		Expenditures	
	Prior Year Actual	Budget	Prior Year Actual	Budget
Beginning Cash Balance	\$14,691.51	\$11,030.79		
Receipts				
Athletic Fees Collected	\$1,100.00		\$1,225.00	\$1,225.00
Camp Fees Collected	\$250.00	\$0.00		
WCI Entry Fees Collected	\$2,324.00	\$2,500.00		
WCI Gate	\$2,725.00	\$3,000.00		
Ford Drive 4 UR School	\$250.00	\$250.00		
Expenditures				
Hobby Lobby Camp t-shirt			\$97.75	\$150.00
Camp Food Kroger			\$399.43	\$700.00
Camp Site Rental			\$0.00	\$700.00
Crown Elem/MS Awards			\$183.15	\$200.00
Crown WCI/HS Awards			\$1,720.50	\$2,000.00
Versailles Baptist Hall Rer			\$100.00	\$100.00
Kroger MS Banquet Suppl			\$177.45	\$200.00
Kroger HS Banquet Suppl			\$175.43	\$200.00
Kroger Meet Supplies			\$168.60	\$300.00
Lowes Meet Equipment			\$187.41	\$200.00
Bumblebee uniforms			\$2,700.00	\$0.00
A 1 Portables			\$1,930.00	\$2,500.00
Wally Cook Meet Official			\$150.00	\$150.00
Kevin Hall Meet Official			\$0.00	\$200.00
Henry Clay Entry Fee			\$250.00	\$250.00
BGXC Invite Entry Fee			\$250.00	\$250.00
Double S Entry Fee			\$220.00	\$220.00
Hillbilly Run Entry Fee			\$300.00	\$300.00
CKC Entry Fee			\$75.00	\$75.00
Out of State Meet Trip				\$4,000.00
Uniforms MS				\$4,000.00
Totals	\$21,340.51	\$16,780.79	\$10,309.72	\$16,695.00

Club Treasurer

Brook Soti
Sponsor

Principal

Date

3-20-19

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX C DATE: June 5, 2019

TOPIC/TITLE: Travel Requests

PRESENTER: Scott Hawkins

ORIGIN:

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BACKGROUND INFORMATION:

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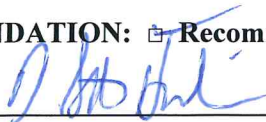
SUMMARY OF MAJOR ELEMENTS:

Attached: WCHS Cheerleaders (UK Cheer Camp, Lexington, KY).

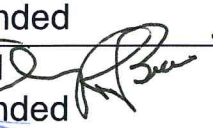
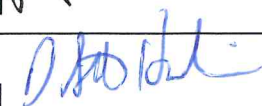
IMPACT ON RESOURCES: Please see attached documentation.

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
OUT OF STATE OR OVERNIGHT
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Tasha Richardson
DATES OF TRIP:	7/15/2019-7/18/2019
TRIP TO:	University of Kentucky
METHOD OF TRANSPORTATION:	Parent transport
ACCOMMODATIONS:	Dorms
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Cheer Camp hosted by Universal Cheerleaders Association
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	16
TOTAL ESTIMATED COST:	\$388.00 per person
COST INCLUDES:	food, room, and instruction
FUNDING SOURCE:	Parent pay
FUND MANAGER RECOMMENDATION:	Recommended Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	Recommended  Not Recommended
SUPERINTENDENT RECOMMENDATION:	Recommended  Not Recommended