



Kenton County School District | *It's about ALL kids.*

**THE KENTON COUNTY BOARD OF  
EDUCATION**

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY  
41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: [www.kenton.kyschools.us](http://www.kenton.kyschools.us)

Dr. Henry Webb, Superintendent of Schools

**KCSD ISSUE PAPER**

**DATE:**

8/27/18

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve the "Use of Buses by Outside Groups" agreement with the City of Crescent Springs for its Music Fest on September 29, 2018.

**APPLICABLE BOARD POLICY:**

Board Policy: 06.5

**HISTORY/BACKGROUND:**

The City of Crescent Springs hosts an annual Music Fest and is in need of transportation assistance for attendees to and from River Ridge Elementary School and Lakeside Christian Church shuttling to the Crescent Springs Community Park on September 29, 2018, from 4:00 pm to 11:00 pm. Transportation Shuttle Services would include four (4) buses at a cost of \$36.85 per hour and \$2.49 per mile. This agreement shall include a three (3) hour minimum with an additional ½ hour clean-up for anything over 3 hours per bus.

**FISCAL/BUDGETARY IMPACT:**

None

**RECOMMENDATION:**

Approval of the "Use of Buses by Outside Groups" agreement with the City of Crescent Springs for its Music Fest held on September 29, 2018.

**CONTACT PERSON:**

Jim Hale, Director of Transportation

\_\_\_\_\_  
Principal

*Reb Haney*  
\_\_\_\_\_  
District Administrator

*[Signature]*  
\_\_\_\_\_  
Superintendent

*Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.*

*Principal—complete, print, sign and send to your Director. Director—if approved, sign and put in the Superintendent's mailbox.*

**Kenton County Board of Education**

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Joshua Crabtree, Esq. Carla Egan Jessica Jehn  
"The Kenton County Board of Education provides *Equal Education & Employment Opportunities.*"

### USE OF BUSES BY OUTSIDE GROUPS

This agreement is made by and between the Kenton County Board of Education and the City of Crescent Springs, the user.

The user is a: \_\_\_\_\_ profit organization  
\_\_\_\_\_ X Non-profit organization (government)

The user is permitted to utilize Kenton County School Buses to:

\_\_\_\_\_ Transport students for the summer programs to camps and field trips per the attached schedule:

X Transport Music Fest attendees per the attached schedule:

At the following times and dates: September 29, 2018 4pm - 11pm

Subject to the following terms and conditions:

1. School buses may be used only when they are not being used for school purposes. They shall not be used at any time that may conflict with their availability for school use.
2. School buses shall only be leased or rented in exchange for reasonable and adequate compensation.
3. Groups or individuals contracting for the use of school buses shall show evidence of insurance sufficient to cover all liability and losses of all persons who might reasonably be held responsible including the members of the Board of Education and the District. The Board shall be listed as an additional insured.
4. The groups or individuals using the vehicle or vehicles shall carry adequate collision insurance to cover the value of said vehicle or vehicles. The minimum coverage's are as follows:

Property Damage - \$100,000

Bodily Injury - Per Person - \$250,000

Bodily Injury - Per Person - \$2,000,000

No-Fault Coverage - Per Person - \$10,000

5. The driver must be a regular bus driver for the Kenton County School District.
6. Outside groups or individuals using vehicles must abide by the Kenton County School District Policy for Field Trips. Current District Policy will be provided by the Transportation Department upon receipt of the request for the use of a vehicle and may also be obtained on the District Website (Administrative Resources).

User's Authorized Signer:

April Robinson      April DC Robinson      8.27.2018  
Print Name                                  Signature                                  Date

739 Buttermilk Pike  
Address

Crescent Springs      KY      41076  
City                                  State                                  Zip

859.341.3017      859.486.9054  
Office Phone Number                                  Phone Number during the event

This agreement will be presented to the Kenton County Board of Education for review/approval.  
A signed copy will be provided to the user upon approval.

\_\_\_\_\_  
Kenton County Board of Education  
Authorized Signer

\_\_\_\_\_  
Date

# CERTIFICATE OF INSURANCE

DATE  
8/27/2018

## PRODUCER

KENTUCKY LEAGUE OF CITIES INSURANCE SERVICES  
100 E. VINE STREET, SUITE 800  
LEXINGTON, KY 40507-3700

PHONE: (859)-977-3700

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONVEYS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

## COMPANIES AFFORDING COVERAGE

COMPANY KENTUCKY LEAGUE OF CITIES INSURANCE  
A SERVICES

COMPANY  
B

## INSURED

City Of Crescent Springs  
739 Buttermilk Pike  
Crescent Springs, KY 41017

ATTN: April Robinson

## COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM, OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS
	GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE OCCUR OWNER'S & CONTRACTOR'S PROT PUBLIC OFFICIALS LAW ENFORCEMENT				GENERAL AGGREGATE PRODUCTS-COMP/OP AGG PERSONAL & ADV INJURY EACH OCCURRENCE FIRE DAMAGE (Any one fire) MED EXP (Any one person) COMBINED SINGLE LIMIT \$ 5,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS	L5120-2018-17208	7/1/2018	7/1/2019	BODILY INJURY (Per person) BODILY INJURY (Per accidnt) PROPERTY DAMAGE
	CRIME LIABILITY FORGERY OR ALTERATION THEFT, DISAPPEARANCE AND DESTRUCTION PUBLIC EMPLOYEE DISHONESTY MONEY ORDERS & COUNTERFEIT PAPER CURRENCY COVERAGE				LIMIT DEDUCTIBLE LIMIT INSIDE PREMISES DEDUCTIBLE LIMIT OUTSIDE PREMISES DEDUCTIBLE LIMIT DEDUCTIBLE LIMIT DEDUCTIBLE
	WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/ PARTNERS/EXECUTIVE Included OFFICERS ARE: Excluded				STATUTORY LIMITS EACH ACCIDENT DISEASE/POLICY LIMIT DISEASE-EACH EMPLOYEE
A	PHYSICAL DAMAGE	L5120-2018-17208	7/1/2018	7/1/2019	

## DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

Kenton County School Board is listed as Additional Insured with respect to buses rented by the City of Crescent Springs for the Music Fest Event on September 29, 2018. Hired Auto Liability and Physical Damage Coverage automatically extend to these buses, subject to \$1,000 Comprehensive/\$1,000 Collision deductibles.

## CERTIFICATE HOLDER

Kenton County School Board  
11800 Taylor Mill Road  
Independence, KY 41051

## CANCELLATION

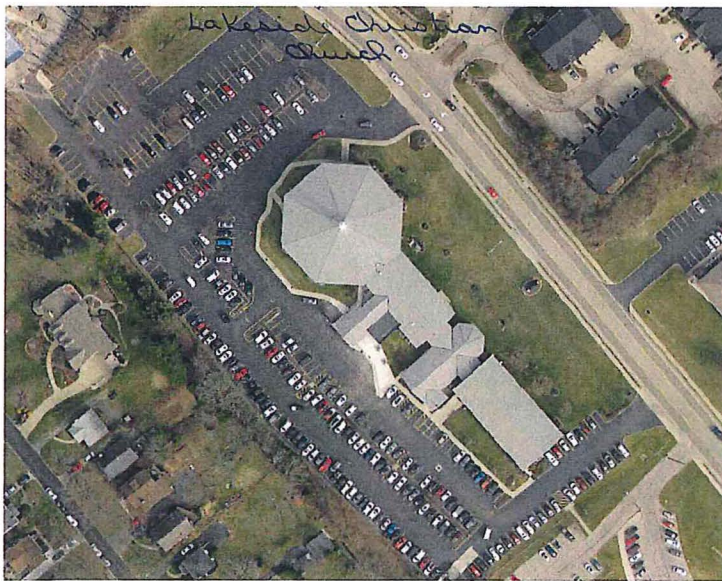
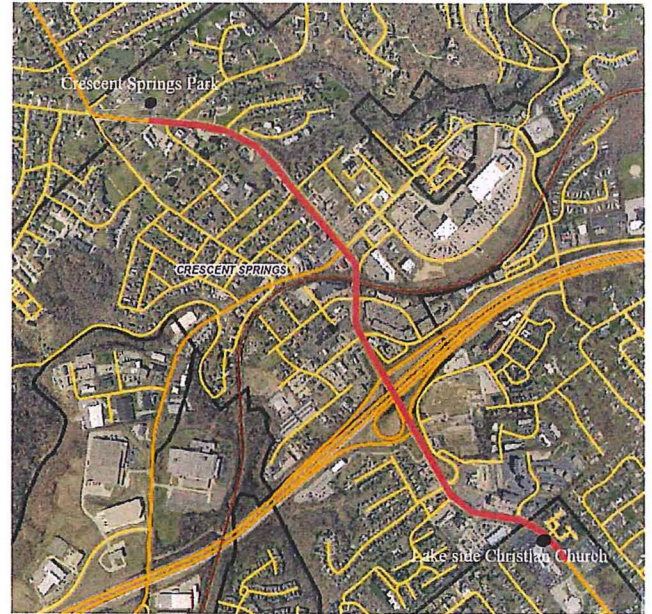
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS, OR REPRESENTATIVES.

## AUTHORIZED REPRESENTATIVE

*Suzanne Reed*

Bus #2 4-11pm

Crescent Springs Park - 800 Buttermilk Pl.  
to Crescent Springs  
Lakeside Christian Church -  
195 Buttermilk Pike, Lakeside Park



Bus will pick up passengers at Lakeside Christian beginning at 4pm and transport them to the park. Bus will return to Lakeside Christian via Western Reserve Rd to Anderson to Buttermilk to transport passengers again. Towards the end of the night pickup will switch to the park and then transport passengers back to Lakeside Christian.

During non busy times drivers should shuttle in 15-20 minute intervals.



Bus #1 4-11pm

Crescent Springs Park - 800 Buttermilk Pike, Crescent Springs  
to

River Ridge Elementary - 2772 Amsterdam Rd, Villa Hills

Bus will pick up passengers at River Ridge Elementary beginning at 4pm and transport them to the park. Bus will return to River Ridge and transport passengers again.

Towards the end of the night pickup will switch to the park and then transport passengers back to River Ridge.

During non busy times drivers should shuttle in 15-20 minute intervals.