

Henderson County Schools Transportation Department

5675 Airline Road

Henderson, Ky 42420

Phone (270) 831-5120

Fax (270) 831-5122

Mailing Address:

ATTN: Transportation

1805 Second St.

Henderson, Ky 42420



Overnight and Out of District School Bus Trip Guidelines

During overnight school 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 should be followed: Elementary 10:1 Secondary 15:1
- Sponsors and coaches shall be trained annually to administer medication

Checklist:

- Sponsor/Coach Name: Coach Shannon Troutman Cell Number: _____
- Date of Departure: 6/13-14 Time of Departure: 2:00 pm
- Date of Return: 6/14 Expected Time of Return: 6 pm
- Adequate Supervision (meets ratio criteria) HHS Softball Team traveling to
Please List Names of Chaperones Lexington for KASAA State Tournament
- 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 trips
- **All requests must be in the trip system at least five days prior to the date of departure**
- Understand any student's medication needs and/or medical conditions
- **Coaches must carry all player's physicals on any away and overnight trips**
- Attach a trip list of students to the principal/designee and a rider's list to the bus driver
- **Rider's list must contain all rider's names and an emergency contact name and number**
- Attach and itinerary

Other specific needs: _____

Mac An

Signature of Person submitting form

[Signature]

Signature of Principal/Designee

B. Jones

This form must be submitted 10 days prior to the date of the trip to the principal or designee.

June 14, 2021

Dear Henderson County Board of Education,

The Henderson County FFA is requesting permission to take 12 students to attend the Kentucky State Fair in Louisville, Kentucky to compete in the following State FFA Career Development Events August 18-20.

Agronomy

Seed Identification

Nursery

Livestock Judging

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kristy Lancaster".

Kristy Lancaster
FFA Advisor

A handwritten signature in cursive script that reads "Amanda Racer".

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Checklist:

✓ Sponsor/Coach Name: Heisty Lancaster Cell Number: 731-415-5796

✓ Date of Departure: Aug 18th Time of Departure: 8:00 AM

✓ Date of Return: Aug 20th Expected Time of Return: 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****

NA Notify school cafeteria manager of any lunch needs

✓ Follow all Transportation Department guidelines for bus trips

****All requests must be in the trip system at least five days prior to the date of departure****

✓ Understand any student's medication needs and/or medical conditions

****Coaches must carry all player's physicals on any away and overnight trips****

✓ Attach a trip list of students to the principal/designee and a rider's list to the bus driver

****Rider's list must contain all rider's names and an emergency contact name and number****

✓ Attach and itinerary

Other specific needs: Heisty Lancaster
Signature of Person submitting form

Amanda Lacer
Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.



Trip ID#: _____

Henderson County Schools

Transportation Request for Extracurricular Trips

Requested by:	Kristy Lancaster		
Date Submitted:	6-14-21	School:	HCHS- FFA
Group:	HCHS		
Funding Source for Trip Cost:	FFA Activity		
Destination:	Louisville, Ky Fair + Expo Center		
Purpose of Trip:	To compete in state career development events.		
Date(s) of Trip:	August 18-20		
	Departure Time (CST)	Arrival Time (CST)	
To the Event:	August 18 ^{8:00} AM / PM	10:30	AM / PM
On Return Trip:	August 20 ^{3:45} AM / PM	5:30	AM / PM
Street:	937 Phillips Lane		
City, ST:	Louisville, Ky 40209	ZIP	40209
Number of Students	12	Number of Adults	2 Total: 14
Number of Vehicle(s) Required:	Bus	SUV	2 Car
	Will you require a handicap-accessible bus?		Yes No
	Does the driver need to remain with group during the event?		Yes No
Emergency Contact Number of Sponsor:	(731) 415-5796		
Additional Requirements:			
Medical Needs:			
Employee Signature:	Kristy Lancaster		

Office Use	ORG:		PROJ:	
	Principal Approval:	Amanda Hacer		
	Date of Approval:	6/23/21		

KENTUCKY ASSOCIATION FFA (Students of Agricultural Education)

Board Members in Charge
Commissioner Ryan Quarles and Dean Nancy Cox

Matt Chaliff, Frankfort, Kentucky - Superintendent

Assistant Superintendents
Brandon Davis - Frankfort, KY
Sheldon McKinney - Flemingsburg, KY
Josh Mitcham - Hardinsburg, KY

Amount offered by State Fair in this department:

FFA Exhibits\$19,790.00

SCHEDULE OF EVENTS - 2021

DATE	TIME	EVENT	PLACE
Aug. 17	9:00 a.m. - 6:00 p.m.	Entry of Exhibits	South Wing A
Aug. 18	9:00 a.m. - 2:00 p.m.	Entry of Exhibits	South Wing A
Aug. 19	8:30 a.m.	Meats Registration	Ballroom
	9:30 a.m.	Meats Judging CDE	Ballroom
	10:30 a.m. - 12:30 p.m.	Register Dairy Teams/Dairy Holders	Newmarket Hall
	10:30 a.m. - 4:00 p.m.	Register Livestock Judging Teams	Newmarket Hall
	10:30 a.m. - 12:00 Noon	Agronomy Registration	Ballroom
	12:00 Noon	Agronomy CDE	Ballroom
	12:45 p.m.	Dairy Holders Clinic Instructions	Newmarket Hall
	1:00 p.m.	Dairy Judging CDE Instructions	Newmarket Hall
	1:30 p.m.	Dairy Judging CDE/ Dairy Holders	Broadbent Arena
	4:00 p.m.	Wildlife Management CDE	Ballroom
	4:00 p.m.	Livestock Judging Instructions/CDE	Newmarket Hall Broadbent Arena
	4:15 p.m.	Livestock Judging CDE	Broadbent Arena
Aug. 20	8:30 a.m.	Register Judging Teams	At CDE Sites
	9:30 a.m.	Seed Identification	Newmarket Hall
	10:00 a.m.	Floriculture Judging CDE	Ballroom
	10:00 a.m.	Nursery Judging CDE	Ballroom
	10:00 a.m.	Ag. Mechanics Skills	National Guard Armory
	10:00 a.m.	Small Power Equipment	National Guard Armory
	10:00 a.m.	Welding CDE	National Guard Armory
	11:00 a.m.	General Auctioneering CDE	North Wing Performing Arts Stage
	2:30 p.m.	FFA Awards Program	Newmarket Hall
Aug. 26	6:30 p.m.	Championship Drive	Broadbent Arena

NOTE: See 4-H and FFA Livestock Show Section for dates and times of livestock shows.

NOTE: All CDE Registration will take place at the contest sites.

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Checklist:

✓ Sponsor/Coach Name: JACEY BOSTON Cell Number: 270-830-9368
✓ Sponsor/Coach Name: ELYSE DOWDY Cell Number: 270-670-9857

✓ Date of Departure: 7/23/21 Time of Departure: TBD

✓ Date of Return: 7/26/21 Expected Time of Return: TBD

✓ 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 (N/A)

✓ Follow all Transportation Department guidelines for bus trips

****All requests must be in the trip system at least five days prior to the date of departure****

✓ Understand any student's medication needs and/or medical conditions

****Coaches must carry all player's physicals on any away and overnight trips****

✓ Attach a trip list of students to the principal/designee and a rider's list to the bus driver

****Rider's list must contain all rider's names and an emergency contact name and number****

___ Attach and itinerary

___ Other specific needs: _____

Elyse Dowdy
Signature of Person submitting form

[Signature]
Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.

TRAVEL TO WKU
CHEER CAMP
BOWLING GREEN, KY

Last, First Name
Allinder, Torrance "Tori"
Baker, Malia
Blanford, Maya**
Burk, Kyla
Byrd, Jenna
Campbell, Aniyah
Chandler, Addison
Chandler, Chloe
Coomes, Tess
Coyle, Addison
Denton, Peyton
Duncan, Olivia
Gavin, Emma
Hargiss, Jacy
Harrison, Allisen**
Keye, Jada
Keye, Jalyn**
Keye, Jazzlyn
Mills, Whitney
Montgomery, Madelyn
Moore, Maggie
Roberson, Emma
Sellars, Aubree
Sinnott, Lily
Tichenor, Hayden
Woodfork, Cadence

Coaches Names
Jacey Boston
Elyse Dowdy
Mackenzie Utley
Kelly Chappell

Request for approval for Overnight Trip

SoFA Theatre in partnership with EF Tours (<https://www.ef tours.com/>) is planning a trip to Washington D.C., and New York City to explore our nation's capital and experience Broadway shows. It is a unique educational opportunity.

So far, 12 students have expressed interest and all signed up to receive a no-fault refund and special discounted price on the trip.

We are working with a representative from EF Tours and are designing a trip filled with enrichment opportunities that is as safe as possible. A male and female representative of the schools will accompany the students as well parents that pass the necessary background check process.

The students are responsible for paying for the trip.

The trip is 6 days in the summer of 2022. The window is between May 25th, 2022 through June 3rd, 2022.

EF Tours has 50+ years of experience and is accredited to provide grades for Universities and other Post-Secondary institutions. It provides 24+ hour tour support, emergency support, overnight security, and stringent background check process. Food, performances, and events are covered in the total price of the trip. A student may attend the trip with no extra money and be comfortable.

We humbly ask for the approval of this trip.

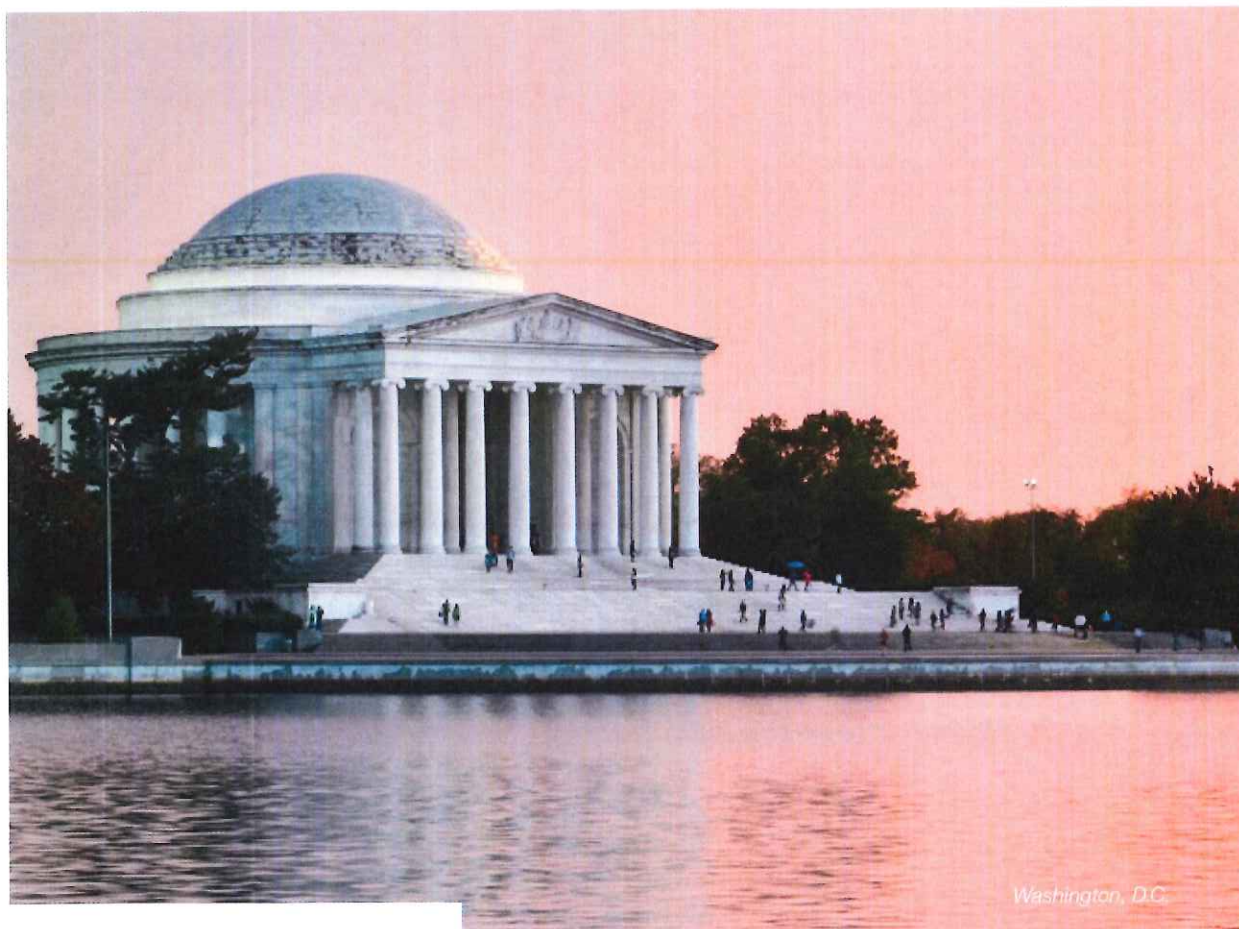
A.J. Casey
HCHS Theater Instructor



7/14/2021

WASHINGTON, D.C. AND NEW YORK

5 or 6 days | Washington, D.C. | New York City



Washington, D.C.

Day 1: Washington, D.C.

- Arrive in Washington, D.C.
- Explore Washington, D.C., highlights:
Photo stops at the White House, Washington Monument, and WWII Memorial
- Smithsonian museums, may include:
National Air and Space Museum, National Museum of Natural History, National Museum of American History
- Night tour of Washington, D.C.: Lincoln Memorial, Korean War Veterans Memorial, Vietnam Veterans Memorial

Day 2: Washington, D.C. • Mount Vernon

- U.S. Capitol and Visitor Center Tour (subject to availability)
- Photo stop at U.S. Supreme Court and the Library of Congress
- Explore the Tidal Basin: FDR Memorial, Martin Luther King, Jr. National Memorial, Jefferson Memorial
- Visit Mount Vernon: Mansion (pending availability) and grounds, museum and education center, The Slave Memorial, George Washington's tomb
- Evening activity

THE PEOPLE'S HOUSE

Since it was first built, the White House has always remained open to the people. These days, of course, not just anybody can just walk right in the front door, but in centuries past it was quite a different story. President Jackson used to leave a block of cheese out for people to come by and grab a nibble if they were in the neighborhood, and during the Civil War, Abraham Lincoln housed Union soldiers on the ground floor.





A TORCH WITH A VIEW

It took them ten years to raise the money to complete the Statue of Liberty. One way they did it was to build the statue's head and set it down in the middle of Paris, where they charged people money to go up to the top and look out over the whole city. Then they sent the armpit and the torch to America, set it up in Madison Square Park, and charged people money to go up and look out over all of New York. At the time, it was the tallest point in the city.

– Mitch B., Tour Director

Day 3: Washington, D.C. • New York City

- Visit Arlington National Cemetery: Changing of the Guard at the Tomb of the Unknown Soldier, Kennedy Gravesites, Women in Military Service for America Memorial
- Photo stop at the Marine Corps War Memorial
- Travel to New York City
- View the New York City skyline by night from atop one of the city's towering observation decks

Day 4: New York City

- Statue of Liberty and Ellis Island
- Guided tour of the Financial District: Bowling Green park, National Museum of the American Indian, Charging Bull Sculpture, Wall Street, the New York Stock Exchange, Federal Hall, Trinity

Church, St. Paul's Chapel of Trinity Church, 9/11 Memorial

- Survivor-led tour of the 9/11 Memorial & Tribute Museum
- Times Square
- Broadway show

Day 5: New York City • Return home

- Walking tour of Midtown: United Nations Headquarters, Chrysler Building, Grand Central Station, Bryant Park, Rockefeller Center, St. Patrick's Cathedral, and Fifth Avenue
- Central Park
- Depart for home

• 6-DAY TOUR

Day 5: New York City

- Walking tour of Midtown: United Nations Headquarters, Chrysler Building, Grand Central Station, Bryant Park, Rockefeller

Center, St. Patrick's Cathedral, and Fifth Avenue

- Central Park
- Metropolitan Museum of Art
- Broadway show

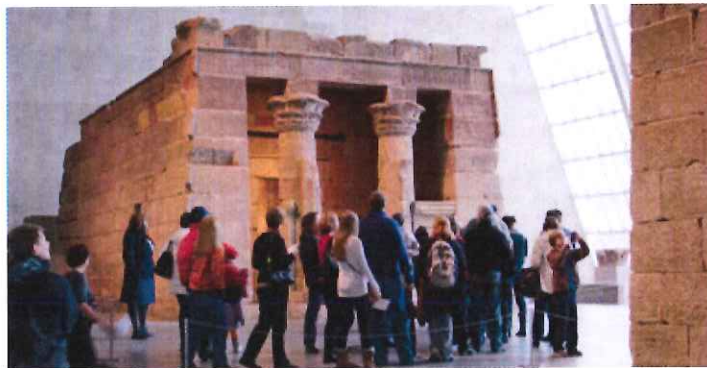
Day 6: New York City • Return home

- Tour of Madison Square Garden or Radio City Music Hall
- Depart for home

Itinerary subject to change. For complete financial and registration details, please refer to the Booking Conditions.

METROPOLITAN MUSEUM OF ART

The Met may have the word "Art" in its name, but it is much more than just art. As the largest museum in the Western Hemisphere, it exhibits objects, artifacts and crafts from all over the globe. You can see everything from Egyptian mummies and sarcophagi to a reconstructed Greek temple to medieval weapons and suits of armor. And, of course, it houses one of the world's great art collections—everything from the European masters to stunning examples of Islamic and African art.



Everything you get

- Round-trip and on-tour transportation
- 4 nights hotel accommodations (5 nights on 6-day tour)
- Round-the-clock Tour Director
- Breakfast and dinner daily
- Comprehensive sightseeing tours

- Visits to special attractions
- 1 Standard Broadway show
- Overnight security at your hotel
- Illness and Accident Coverage
- Travel ID Badges and backpacks
- Gratuities

Options

- Downtown hotel (private groups only)
- Extended stay
- Lunches
- Guided tour at the Metropolitan Museum of Art
- Earned credit for Group Leaders and students