



Estill County High School  
397 Engineer Road  
Irvine, KY 40336  
606-723-3537



February 1st, 2023

To Whom It May Concern:

We are currently making arrangements for Estill County High School rising juniors and rising seniors on a summer college “road trip” on June 6th-June 8th, 2023. The total number of students attending has not been finalized yet, but we estimate 25 students will attend.

We started this road trip last year in partnership with ECHS FRYSC. This years’ trip will include 4 different colleges (Northern Kentucky University, Art Academy of Cincinnati, University of Louisville and Jefferson Community and Technical College), a facility tour of the Toyota plant, and a Cincinnati Reds baseball game.

Kayla Tuttle, Kristen Kirkland, Charlotte Sutter and Suzanne Waite will be attending the trip as chaperones. We will be traveling by school bus. We will leave from the high school the morning of June 6th, 2023 and return the afternoon of June 8th, 2023.

Gear Up has committed to pay the total cost for transportation, hotels, and food. ECHS FRYSC has committed to paying for the activities. The trip for these students will be 100% free and total costs will be covered by Gear Up and ECHS FRYSC. We are asking for no district funds. Therefore, we would like to seek the support of the Estill County Board of Education by requesting permission to travel out of state to Cincinnati, OH to tour the Art Academy of Cincinnati and attend the Cincinnati Reds baseball game.

I have attached a copy of the tentative trip agenda for you to review.

I would like to say “Thank You” in advance for considering our request. If you have any questions, we would be more than happy to answer them.

Sincerely,

Kayla Tuttle & Kristen Kirkland (Gear Up), Charlotte Sutter (ECHS FRYSC) &  
Suzanne Waite (ECHS College & Career Counselor)