

## Issue Paper

**DATE:**

September 20, 2023

**AGENDA ITEM (ACTION ITEM):**

**Consider/Approve** the contract between Simon Kenton, Dixie, and Scott High Schools and Executive Charter, Inc., for transportation to and from the FFA National Convention in Indianapolis on November 1st and 2nd.

**APPLICABLE BOARD POLICY:**

01.1-Legal Status of the Board

**HISTORY/BACKGROUND:**

The FFA program at each of our schools offers opportunities for our students to be involved substantively in an extracurricular activity. The national convention is in Indianapolis, IN in November 2023. The FFA programs at Simon Kenton, Scott, and Dixie need transportation to this event, and Executive Charter is able to fulfill this need.

**FISCAL/BUDGETARY IMPACT:**

\$2,790 from Simon Kenton's LAVEC activity budget.

**RECOMMENDATION:**


**Approval to** Sign the contract with executive charter for the FFA national convention.

**CONTACT PERSON:**

Craig Reinhart, Gina Ligon

  
Principal/Administrator

  
District Administrator

  
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.



**Executive Charter, Inc.**  
 1810 Monmouth St. Newport KY 41071  
 859-261-8841  
 reservations@executivetransportation.org

Account Name: SIMON KENTON / LIGON Acct ID: 9914167

Address: 11132 MADISON PIKE INDEPENDENCE, KY 41051

Client Contact: GINA LIGON Phone#: 8599914167

Pickup_Time	Passenger	Confirmation
9914167		
11/1/2023 6:45:00AM	SIMON KENTON HIGH SCHOOL FFA	2908178
MOTOR COACH 47	FROM: SIMON KENTONHIGH SCHOOL: 11132 MADISON PIKE, INDEPENDENCE, KY 41051	Fare \$2,690.00
	TO: INDIANAPOLIS, IN	Tips \$100.00
		TotalFare \$2,790.00
TRIP REMARKS:	1ST OF A 2 DAY TRIP \$2,790 PLUS THE DRIVERS ROOM AND ANY APPLICABLE PARKING	
		Invoice Total: \$2,790.00

**DEPOSIT:** A \$100 deposit per motorcoach is required to reserve service.

**PAYMENT OF BALANCE:** To avoid cancellation, the balance of the payment is due thirty (30) days prior to the event. If the balance is not paid in full 30 days prior, trips can be cancelled without notice to fulfill company needs.

**CANCELLATION:** We have a 2 week cancellation policy. Cancellation less than two (2) weeks prior to service will result in forfeiture of all monies paid.

**ADDITIONAL CHARGES:** You will be responsible for any tolls, city fees and applicable parking for the bus.

**AMENITIES** such as wi-fi, PA system, electrical outlets, DVD players and TV monitors are provided at no charge. Therefore no refund will be issued for the failure of such amenities.

**DRIVER ACCOMMODATIONS:** You are responsible for a hotel room for the driver. This includes booking and payment of the room.

**PAYMENTS:** We accept credit card, check or EFT. Please make checks payable to: Executive Charter, Inc.

**CREDIT CARD PROCESSING FEE:** A processing fee of 3% will be added to all credit card payments.

**PAST DUE AMOUNTS:** A Finance Charge of 2% Per Month, 24% Annual Percentage Rate will be charge on all past due accounts. **PRICE VARIATIONS:** The price quoted above is from terminal to terminal and is based upon the information originally given. Any changes may affect the original price quote. A revised quote will be given at the time of change.

**DAMAGE AND CLEAN UP FEES:** If extraordinary clean up is required there will be an additional charge of \$250. You will be liable for any damage caused by the passengers of the bus.

**LIMITATIONS ON DRIVE TIMES:** Please NOTE the following:

The bus will not be driven between 1:00 am and 5:00am. Please adjust your itinerary to accommodate this.

The D.O.T. only allows a driver to be on duty for 15 consecutive hours and to drive for 10 hours of the 15 hours before an 8 hour break is required.

It is important to communicate with us prior to your trip regarding any itinerary that may exceed these requirements so accommodations for a second driver can be made. A second driver will increase the cost of your charter.

**ITINERARY:** A specific itinerary is required 2 weeks before the service, listing all locations and expected times for the driver(s).

**NOTES:** Please check the information above regarding your trip. Please contact us with any changes, corrections, or additions to your itinerary. Our staff is anxious to help you.

Please sign and return with your deposit to ensure your coach reservation

Signature \_\_\_\_\_ Date \_\_\_\_\_