



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

8005.01F

Related to: Policy 8005, 4055, 8005AR; 8005.001F

OVERNIGHT

EXTENDED DAY

DAY TRIP ONLY

(Same day but extends beyond the school day)

School: Oldham County High School

Employee(s) In Charge: Larisa Sapp and Kelly McAllister Group: Dance Team

Destination: Henderson County High School

Date(s) of Trip: November 11th-12th Time of Departure: 12:00 pm Time of Return: TBD

Approximate Mileage (one way): 149 Miles *

Approximate Number of Students: 12

Number of Chaperones/Adults: 2

TOTAL TRANSPORTED: 14 *

Number of Buses: 0

*{44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}

*These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)

Method of Transportation (if not by school bus): Parent and Coaches

Common Carriers must be Board approved and should have the 8005.02F accompanying this form

*All tolls are the responsibility of the school or group requesting the trip.

Trip Required or Optional: Required: Regionals

If optional, indicate student charges:

Transportation (mileage, driver)	\$ <u>0</u>
Admissions	\$ _____
Other	\$ <u>Hotel: \$1000</u>
Total Charges	\$ <u>\$1000</u>

Number of Instructional Days Lost: 0

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

This is our regionals competition. This is the biggest competition of the season. Normally our region starts at 8 AM. For the girls to leave Oldham County in the morning, this can alter their performance due to being tired.

Requested by: Larisa M Sapp Date: 10/04/2023

APPROVAL/DISAPPROVAL

Approved/Disapproved: Natalie, Principal Date: 10/4/23
 Approved/Disapproved: MJ, Level Director Date: 10/4/23
 Approved/Disapproved: _____, Superintendent Date: _____

*Field trips in excess of a 60-mile radius of the Board office require the approval of the Superintendent.

*ALL Overnight Field Trips and trips using Common Carriers must be approved by the school board and Superintendent.

Upon approval, the school will receive an approved form from the Superintendent. *



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION - 8005.01-F

FIELD TRIP/BUS REQUEST

Related to Board Policies 8005; 4055
Related to 8005.001-AR; 8005.001-F

OVERNIGHT

EXTENDED DAY

(Same day but extends beyond the school day)

DAY TRIP ONLY

School North Oldham High School

Employee(s) In Charge Brian Crumbo

Group Girls Cross Country

Destination Pigeon Forge, TN

Date(s) of Trip July 27-August 1, 2024

Time of Departure 10:00am

Time of Return 6:00pm

Approximate Mileage (one way)* 280

Approximate Number of Students 25

Number of Chaperones/Adults 8

TOTAL TRANSPORTED 31

Number of Buses 0 {44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}*

*These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)

Method of Transportation (if not by school bus) Parents will provide transportation

Common Carriers must be Board approved and should have the 8005.02-F accompanying this form

Trip Required or Optional Optional If optional, indicate student charges:

Transportation (mileage, driver)	<u>\$ 50</u>
Admissions	<u>\$ 0</u>
Other	<u>\$ 150</u>
Total	<u>\$ 200</u>

Number of Instructional Days Lost 0

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

Training camp and team-building trip for the fall cross country season.

Male chaperones in separate building.

Requested by Brian Crumbo

Date September 29, 2023

Approved/Disapproved [Signature], Principal

Date: _____

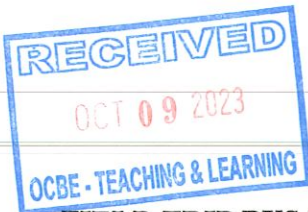
Approved/Disapproved [Signature], Level Director

Date: 10/3/2023

Approved/Disapproved _____, Superintendent Date: _____

*Field trips in excess of a 60-mile radius of the Board office require the approval of the Superintendent. ALL overnight field trips must be approved by the school board and Superintendent. Upon approval, the school will receive an approval letter from Superintendent.

Adopted: September 2, 1980	Revised: June 19, 1998	Revised: March 25, 2004	Revised: June 28, 2007	Revised: July 17, 2015
Revised: February 1, 1985	Revised: June 9, 1999	Revised: March 22, 2005	Revised: March 11, 2008	
Revised: September, 1991	Revised: November 23, 1999	Revised: July 27, 2005	Revised: July 16, 2008	
Revised: April 29, 1996	Revised: April 2, 2001	Revised: August 10, 2006	Revised: February 4, 2014	



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

8005.01F

Related to: Policy 8005, 4055, 8005AR; 8005.001F

OVERNIGHT EXTENDED DAY DAY TRIP ONLY
(Same day but extends beyond the school day)

School: NOMS

Employee(s) In Charge: Tyler Smith Group: Choir

Destination: EKU

Date(s) of Trip: 11/10/2023 Time of Departure: 9am Time of Return: 6pm (next day)

Approximate Mileage (one way): 107 *

Approximate Number of Students: 10

Number of Chaperones/Adults: 1

TOTAL TRANSPORTED: 11 *

Number of Buses: 0

**{44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}*

**These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)*

Method of Transportation (if not by school bus): Parent Transportation

Common Carriers must be Board approved and should have the 8005.02F accompanying this form

**All tolls are the responsibility of the school or group requesting the trip.*

Trip Required or Optional: Optional

If optional, indicate student charges:

Transportation (mileage, driver) \$ _____

Admissions \$ 775

Other \$ _____

Total Charges \$ _____

Number of Instructional Days Lost: 1

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

The students who are going on this trip gained admittance into the KY ACDA Fall Honor Choir. This is an incredibly competitive and selective ensemble that our students auditioned for. At this event, students will work with a world class conductor and represent our school as leaders and great musicians. They will be in a rigorous and academic environment that challenges them to grow in a short 24 hours.

Requested by: Tyler Smith Date: 10/06/2023

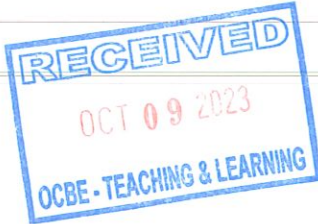
APPROVAL/DISAPPROVAL

Approved/Disapproved: Allison Steinhilber, Principal Date: 10/6/23

Approved/Disapproved: [Signature], Level Director Date: 10/9/23

Approved/Disapproved: _____, Superintendent Date: _____

**Field trips in excess of a 60-mile radius of the Board office require the approval of the Superintendent.
*ALL Overnight Field Trips and trips using Common Carriers must be approved by the school board and Superintendent.
Upon approval, the school will receive an approved form from the Superintendent. **



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION – 8005.01-F

FIELD TRIP/BUS REQUEST

Related to Board Policies 8005; 4055
Related to 8005.001-AR; 8005.001-F

OVERNIGHT EXTENDED DAY DAY TRIP ONLY
(Same day but extends beyond the school day)

School South Oldham Middle School

Employee(s) In Charge Chris Morse and Matthew French Group Y-Club

Destination KYA conference: Crowne Plaza Hotel Louisville-Airport & the state capitol

Date(s) of Trip November 16 - 18 Time of Departure Thursday

Time of Return Saturday Approximate Mileage (one way)* _____

Approximate Number of Students 32

Number of Chaperones/Adults 4

TOTAL TRANSPORTED _____

Number of Buses 0 {44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}*

*These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)

Method of Transportation (if not by school bus) Parents will provide transport to and from the hotel

Common Carriers must be Board approved and should have the 8005.02-F accompanying this form

Trip Required or Optional If optional, indicate student charges:

Transportation (mileage, driver) \$ _____
Admissions \$ _____
Other \$ _____
Total \$ _____

Number of Instructional Days Lost 2 *All tolls are the responsibility of the school or group requesting the trip.

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

This is the annual KYA conference for all student Y-Club members. The students will present their bill to be evaluated and scored. Students will listen to and evaluate other clubs' bills in breakout sessions. They will visit the state capitol and participate in a mock bill session.

Requested by Mr. Morse & Mr. French Date October 5, 2022

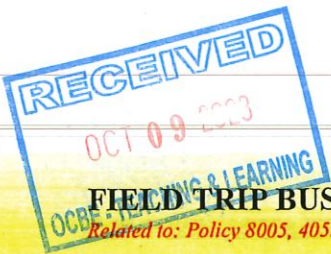
Approved/Disapproved [Signature], Principal Date: 10/5/23

Approved/Disapproved [Signature], Level Director Date: 10/9/23

Approved/Disapproved _____, Superintendent Date: _____

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Adopted: September 2, 1980 Revised: June 19, 1998 Revised: March 25, 2004 Revised: June 28, 2007 Revised: July 17, 2015
Revised: February 1, 1985 Revised: June 9, 1999 Revised: March 22, 2005 Revised: March 11, 2008 Revised: January 6, 2017
Revised: September, 1991 Revised: November 23, 1999 Revised: July 27, 2005 Revised: July 16, 2008
Revised: April 29, 1996 Revised: April 2, 2001 Revised: August 10, 2006 Revised: February 4, 2014



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

Requested CC form

FIELD TRIP BUS REQUEST FORM

Related to: Policy 8005, 4055, 8005AR; 8005.001F

OVERNIGHT

EXTENDED DAY

(Same day but extends beyond the school day)

School: North Oldham Middle School

Employee(s) In Charge: Abby Schwager

Group: Club Atlas

Destination: Washington DC

Date(s) of Trip: 4/23/24 - 4/26/24 Time of Departure: 7:00 AM Time of Return: 11:59 PM

Approximate Mileage (one way): 600 (Flying)

Approximate Number of Students: 100

Number of Chaperones/Adults: 10

TOTAL TRANSPORTED: 110 *

Number of Buses: NA

*{44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}

*These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)

Method of Transportation (if not by school bus): Airplane

Common Carriers must be Board approved and should have the 8005.02F accompanying this form

*All tolls are the responsibility of the school or group requesting the trip.

Trip Required or Optional: Optional

If optional, indicate student charges:

Transportation (mileage, driver) \$ _____
Admissions \$ _____
Other \$ _____

Total Charges \$ 1,767.00

Number of Instructional Days Lost: 4

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

The goal of Club Atlas is to learn how different cultures and groups of people live their lives to better appreciate the similarities and differences of people all around us. Through the experience of travel, students will gain exposure to the problems and perks of other lifestyles to help students see their world in a different way.

Requested by: Abby Schwager

Date: 08/16/2023

APPROVAL/DISAPPROVAL

Approved/Disapproved: Allison Steiner, Principal Date: _____

Approved/Disapproved: Jennifer, Level Director Date: 10/9/23

Approved/Disapproved: _____, Superintendent Date: _____

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WASHINGTON, D.C.

DEPART DATE: 04/29/2024

RETURN DATE: 05/02/2024

TRIP PRICE: \$ 1767

Families who register within 48 hours of the Parent Meeting will receive a \$100 discount. Parent Meeting must be held by 9/21/23. The discount is manual and not automatically applied.

YOUR DAY-BY-DAY ADVENTURE

DAY 1

Hometown Coach picks up group to drop at the airport

Arrive in **Washington, D.C.**

Lunch \$15 allotment

Arlington National Cemetery America's most famous military cemetery: Changing of the Guard, Tomb of the Unknown Soldier, Kennedy Gravesites

US Marine Corp War Memorial A tribute to all U.S. Marines based on the famous WWII photo by Joe Rosenthal

Dinner

9/11 Pentagon Memorial Honors the 184 victims of the 9/11 attack at the Pentagon

Hotel check-in

DAY 2

Breakfast

Alexandria One of America's oldest and most historic cities

Mount Vernon George Washington's home, plantation, and Education Center, which showcases life during colonial times, 18th-century treasures, and our first president as a farmer and businessman

Lunch \$15 allotment

Smithsonian Institution The world's largest museum complex: National Air and Space Museum (by appointment), National Museum of Natural History, Smithsonian American Art Museum / National Portrait Gallery, National Museum of American History, National Museum of African American History and Culture (by appointment)

Jefferson Memorial Dedicated to our third president and author of the Declaration of Independence

FDR Memorial In remembrance of former President Franklin Delano Roosevelt

MLK Memorial Honors the famous civil rights activist, Martin Luther King, Jr.

Spirit Cruise Board a ship in the evening that will set sail and allow students to see Washington, D.C. lit up at night. There will be a dinner buffet and DJ playing top 40 hits.

DAY 3

Breakfast

Ford's Theatre and Petersen House (by appointment) Where President Lincoln was shot and later died on that fateful day

White House (picture stop) Home of the U.S. president

National Archives (by appointment) Home of the original Constitution, Bill of Rights, and Declaration of Independence

Lunch \$15 allotment

Capitol Hill Grounds Tour (external photo stop or by appointment) Capitol Visitor Center: Supreme Court, Library of Congress

Group Photo

Dinner

Lincoln Memorial In remembrance of former President Abraham Lincoln and the great nation he fought to preserve during the Civil War

Korean War Veterans Memorial Tribute to the men and women who defended South Korea in the Korean War

Vietnam Veterans Memorial Dedicated to the more than 58,000 men and women killed or missing in Vietnam

DAY 4

Breakfast and hotel check-out

Washington Monument (picture stop) The world's tallest stone monument, which honors our nation's first president

World War II Memorial Honors the 16 million who served — and 400,000 who died — in the U.S. Armed Forces during WWII, and all who supported the war effort from home

Holocaust Museum (by appointment) The museum provides the documentation, study, and interpretation of Holocaust history

Lunch \$15 allotment

Tour of the **National Cathedral** (by appointment)

Embassy Row Houses more than 170 foreign embassies

Spy Museum (by appointment)

Dinner

Depart **Washington, D.C.**, for home

Hometown Coach picks up group to at the airport

AN ALL-INCLUSIVE EXPERIENCE



ROUND TRIP TRANSPORTATION



ADMISSIONS & FEES FOR SCHEDULED ACTIVITIES



HOTEL ACCOMMODATIONS



EXPERTLY TRAINED COURSE LEADERS



THREE MEALS DAY (UNLESS OTHERWISE STATED)



24-HOUR EMERGENCY SUPPORT



TRANSPORTATION TO / FROM ALL ACTIVITIES



ACADEMIC CREDIT

**OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION**

FIELD TRIP BUS REQUEST FORM

8005.01F

Related to: Policy 8005, 4055, 8005AR; 8005.001F

OVERNIGHT

EXTENDED DAY

DAY TRIP ONLY

(Same day but extends beyond the school day)

School: Oldham ounty High School

Employee(s) In Charge: Chris Lashley

Group: Softball

Destination: Destin, FL

Date(s) of Trip: 06/29/2023

3/29-4/6/24

Time of Departure: 4:30PM

Time of Return: TBD

Approximate Mileage (one way): 650 *

Approximate Number of Students: 20

Number of Chaperones/Adults: 4

TOTAL TRANSPORTED: 24 *

Number of Buses: 0

**{44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}*

**These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)*

Method of Transportation (if not by school bus): Parent Carpool

Common Carriers must be Board approved and should have the 8005.02F accompanying this form

**All tolls are the responsibility of the school or group requesting the trip.*

Trip Required or Optional: Yes

If optional, indicate student charges:

Transportation (mileage, driver) \$ _____

Admissions \$ _____

Other \$ _____

Total Charges \$ _____

Number of Instructional Days Lost: 0

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?
Spring Break Softball Tournament

Requested by: Chris Lashley



Date: 10/04/2023

APPROVAL/DISAPPROVAL

Approved/Disapproved: Natal Bon, Principal Date: 10/5/23

Approved/Disapproved: [Signature], Level Director Date: 10/9/23

Approved/Disapproved: _____, Superintendent Date: _____

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**ALL Overnight Field Trips and trips using Common Carriers must be approved by the school board and Superintendent.*

*Upon approval, the school will receive an approved form from the Superintendent. **

RECEIVED
OCT 09 2023
OCBE TRAINING

OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

8005.01F

Related to Policy 8005, 4055, 8005AR, 8005.001F

OVERNIGHT

EXTENDED DAY

DAY TRIP ONLY

(Same day but extends beyond the school day)

School: North Oldham High School

Employee(s) In Charge: Tyler Smith

Group: Chorus

Destination: Eastern Kentucky University

Date(s) of Trip: 11/10/23 - 11/11/23

Time of Departure: 9:00 AM

Time of Return: 6:00 PM

Next Day

Approximate Mileage (one way): 107 miles *

Approximate Number of Students: 1

Number of Chaperones/Adults: 1

TOTAL TRANSPORTED: 2 *

Number of Buses: N/A

*(44 Person Maximum for MS/HS) (60 Person Maximum for ELEM)

*These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)

Method of Transportation (if not by school bus): Parent Transportation

Common Carriers must be Board approved and should have the 8005.02F accompanying this form

*All tolls are the responsibility of the school or group requesting the trip.

Trip Required or Optional: Optional

If optional, indicate student charges:

Transportation (mileage, driver) \$

Admissions \$65

Other \$

Total Charges \$

Number of Instructional Days Lost: 1

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

The students who are going on this trip gained admittance into the KY ACDA Fall Honor Choir. This is an incredibly competitive and selective ensemble that our students auditioned for. At this event, students will work with a world class conductor and represent our school as leaders and great musicians. They will be in a rigorous and academic environment that challenges them to grow in a short 24 hours.

Requested by: Tyler Smith

Date: 10/03/2023

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal

Date: 10/4/23

Approved/Disapproved: [Signature], Level Director

Date: 10/9/23

Approved/Disapproved: _____, Superintendent

Date: _____

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*ALL Overnight Field Trips and trips using Common Carriers must be approved by the school board and Superintendent.

Upon approval, the school will receive an approved form from the Superintendent. *

Adopted

Oldham County Board of Education

September 2, 1980

Revised: February 1, 1985, September 1991, April 29, 1996, June 19, 1998, June 9, 1999, November 23, 1999, April 2, 2001, March 25, 2004, March 22, 2005, July 27, 2005, August 10, 2006, June 28, 2007, March 11, 2008, July 16, 2008, February 4, 2014, July 17, 2015, January 6, 2017, January 18, 2019



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

8005.01F

Related to: Policy 8005, 4055, 8005AR; 8005.001F

OVERNIGHT

EXTENDED DAY

(Same day but extends beyond the school day)

DAY TRIP ONLY

School: NOHS, OCHS, SOHS

Employee(s) In Charge: Jaclyn Green Group: GATES (District)

Destination: U of L and Logan Street Market (lunch)

Date(s) of Trip: 11/01/2023 Time of Departure: 7:00am Time of Return: 2:30pm

Approximate Mileage (one way): 22 *

Depart from Ocac - Return to each high school

Approximate Number of Students: 50

Number of Chaperones/Adults: 5

TOTAL TRANSPORTED: 55 *

Number of Buses: 1

**{44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}*

**These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)*

Method of Transportation (if not by school bus): Bluegrass Tours

Common Carriers must be Board approved and should have the 8005.02F accompanying this form

**All tolls are the responsibility of the school or group requesting the trip.*

Trip Required or Optional: _____

If optional, indicate student charges:

Transportation (mileage, driver) \$ _____

Admissions \$ _____

Other \$ _____

Total Charges \$ _____

Number of Instructional Days Lost: _____

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

Young Women LEAD

Requested by: Jaclyn Green Date: 10/12/2023

APPROVAL/DISAPPROVAL

Approved/Disapproved: _____, Principal Date: _____

Approved/Disapproved: Jaclyn Green, Level Director Date: 10/12/23

Approved/Disapproved: _____, Superintendent Date: _____

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*Upon approval, the school will receive an approved form from the Superintendent. **



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TIB Transportation Insurance Brokers 425 West Broadway, Suite 300 Glendale CA 91204	CONTACT NAME: Carrie Miller	
	PHONE (A/C, No, Ext): 818-246-2800	FAX (A/C, No): 818-246-4690
E-MAIL ADDRESS: cmiller@tibinsurance.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Lancer Insurance Company		26077
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		


INSURED Blue Grass Tours, Inc. 817 Enterprise Drive Lexington KY 40510-1032	BLUEG-1
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COVERAGES **CERTIFICATE NUMBER:** 1624955697 **REVISION NUMBER:**

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		GL159002#4	5/1/2023	5/1/2024	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		BA156197#21	5/1/2023	5/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Certificate Holder is included as Additional Insured with respects to their interest in the operations of the named insured.

CERTIFICATE HOLDER Oldham County Schools 1650 Colonels Drive LaGrange KY 40031	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION - 8005.01-F

FIELD TRIP/BUS REQUEST

Related to Board Policies 8005; 4055
Related to 8005.001-AR; 8005.001-F

OVERNIGHT

EXTENDED DAY

(Same day but extends beyond the school day)

DAY TRIP ONLY

School Arvin Center

Employee(s) In Charge Lynn Campbell

Group Capstone Seniors

Destination University of Kentucky

Date(s) of Trip November 1, 2023

Time of Departure 8 am

Time of Return 4:30 pm

Approximate Mileage (one way)* 75

Approximate Number of Students 22

Number of Chaperones/Adults 2

TOTAL TRANSPORTED 24

Number of Buses 1 {44 Person Maximum for MS/HS} {60 Person Maximum for ELEM}*
*These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)

Method of Transportation (if not by school bus) Bluegrass Transportation

Common Carriers must be Board approved and should have the 8005.02-F accompanying this form

Trip Required or Optional Required If optional, indicate student charges:

Transportation (mileage, driver)	\$ _____
Admissions	\$ _____
Other	\$ _____
Total	\$ _____

Number of Instructional Days Lost 1

*All tolls are the responsibility of the school or group requesting the trip.

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

The Engineering Capstone class is a college class through UK. This trip allows students to present their

culminating project idea to professors at the university and receive feedback. This experience allows

Arvin students to interact in an authentic college atmosphere.

Requested by Lynn Campbell

Date October 6, 2023

Approved/Disapproved [Signature], Principal

Date: 10/10/23

Approved/Disapproved [Signature], Level Director

Date: 10/12/23

Approved/Disapproved _____, Superintendent Date: _____

*Field trips in excess of a 60-mile radius of the Board office require the approval of the Superintendent. ALL overnight field trips must be approved by the school board and Superintendent. Upon approval, the school will receive an approval letter from Superintendent.

Adopted: September 2, 1980
Revised: February 1, 1985
Revised: September, 1991
Revised: April 29, 1996

Revised: June 19, 1998
Revised: June 9, 1999
Revised: November 23, 1999
Revised: April 2, 2001

Revised: March 25, 2004
Revised: March 22, 2005
Revised: July 27, 2005
Revised: August 10, 2006

Revised: June 28, 2007
Revised: March 11, 2008
Revised: July 16, 2008
Revised: February 4, 2014

Revised: July 17, 2015
Revised: January 6, 2017
Revised: January 18, 2019