



Kenlon County School District | It's about ALL kids.

# Issue Paper

**DATE:**

January 5, 2024

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve the contract between Dixie Heights High School and Executive Charter for bus transportation to and from Morehead State University on March 8, 2024 .

**APPLICABLE BOARD POLICY:**

01.1 Legal Status of the Board

**HISTORY/BACKGROUND:**

Dixie Heights High School Student Council will be attending the Kentucky State Student Council Spring Conference

**FISCAL/BUDGETARY IMPACT:**

\$1,525.00 is total cost of the trip for registration fees and charter bus transportation. A \$25.00 fee will be assessed to participants and Student Council school activity account will cover the remainder.

**RECOMMENDATION:**

Approval of the contract between Dixie Heights High School and Executive Charter for bus transportation to and from Morehead State University on March 8, 2024.

**CONTACT PERSON:**

Roddy Stainforth/Teresa Catchen

  
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: DIXIE HEIGHTS HIGH SCHOOL / FBLA Acct ID: 7485772

Address: 3010 DIXIE HWY EDGEWOOD, KY 41017

Client Contact: PHOEBE SWANK Phone#: 6067485772

<b>3/8/2024 6:30:00AM</b>	<b>DIXIE HEIGHTS HIGH SCHOOL</b>	<b>Confirmation# 2957874</b>
<b>MOTOR COACH 47</b>	<b>FROM: DIXIE HEIGHTS HIGH SCHOOL: 3010 DIXIE HWY, EDGEWOOD, KY</b>	<b>FARE: \$1,475.00</b>
	<b>TO: MOREHEAD STATE UNIVERSITY: BATTSON AVE, MOREHEAD, KY 40351</b>	<b>TIPS: \$50.00</b>
<b>TRIP REMARKS:</b>		
<b>WAIT AND DEPART AROUND 2PM</b>		
		<b>Total Fare \$1,525.00</b>

**Invoice Total: \$1,525.00**

**DEPOSIT:** A \$100 deposit per motorcoach is required to reserve service. To avoid cancellation, the balance of the payment is due thirty (30) days prior to the event. If 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.

**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.

**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.

**DAMAGE AND CLEAN UP FEES:** If excessive 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.

**ITINERARY:** A specific itinerary is required 2 weeks before the trip, 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 \_\_\_\_\_