



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

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

8005.01F

OVERNIGHT ☒

EXTENDED DAY ☐

(Same day but extends beyond the school day)

DAY TRIP ONLY ☐

School: North Oldham High School

Employee(s) In Charge: David Levitch, Head MBB Coach

Group: Men's Basketball

Destination: Rupp Arena, 430 W. Vine St, Lexington, KY 40507

Date(s) of Trip: March 20-23, 2024

Time of Departure: TBD

Time of Return: TBD

Approximate Mileage (one way): 81 *

Approximate Number of Students: 15

Number of Chaperones/Adults: 5

TOTAL TRANSPORTED: 20 *

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): _____

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

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?

State Men's Basketball Tournament Sweet Sixteen @ Rupp Arena

Requested by: Matt Walker, NOHS Athletics Director

Date: 12/14/2023

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal

Date: 12/15/23

Approved/Disapproved: [Signature], Level Director

Date: 1/20/24

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. *

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

OCBE MTG
FEB 26 2023
FEB 6 2 2023

OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION



8005.01F

FIELD TRIP BUS REQUEST FORM

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

OVERNIGHT ☒

EXTENDED DAY ☒

DAY TRIP ONLY ☐

(Same day but extends beyond the school day)

School: South Oldham High School

Employee(s) In Charge: Chase McCoy

Group: SOHS Speech Team

Destination: Northern Kentucky University

Date(s) of Trip: 03/08/2024 - 03/09/24 Time of Departure: 6:00 AM 3/8 Time of Return: 6:00 PM 3/9

Approximate Mileage (one way): 85 *

Approximate Number of Students: 42

Number of Chaperones/Adults: 2

TOTAL TRANSPORTED: 44 *

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: Required

If optional, indicate student charges:

Transportation (mileage, driver) \$0

Admissions \$0

Other \$0

Total Charges \$0

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?

This is the state tournament for Kentucky High School Speech. Students and the team will be competing to be named state champions.

Requested by: Chase McCoy

Date: 01/11/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: Messia Woods, Principal Date: 1-11-24
Approved/Disapproved: Myra, Level Director Date: 1/20/24
Approved/Disapproved: _____, Superintendent Date: _____

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

Adopted

Oldham County Board of Education

September 2, 1980

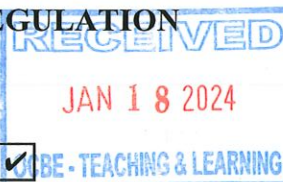
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FEB 26 2023

OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

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



8005.01F

OVERNIGHT ☒

EXTENDED DAY ☒

TEACHING & LEARNING

DAY TRIP ONLY ☐

(Same day but extends beyond the school day)

School: South Oldham High School

Employee(s) In Charge: Chase McCoy

Group: SOHS Speech Team

Destination: Centre College, Danville KY

Date(s) of Trip: 03/15/2024 - 3/16/24

Time of Departure: 1:00 PM 3/15

Time of Return: 6:00 PM 3/16

Approximate Mileage (one way): 80 *

Approximate Number of Students: 15

Number of Chaperones/Adults: 1

TOTAL TRANSPORTED: 16 *

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: Required

If optional, indicate student charges:

Transportation (mileage, driver) \$ 0

Admissions \$ 0

Other \$ 0

Total Charges \$ 0

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?

This is the national qualifying tournament that could send students to the national speech tournament for the first time in school history.

Requested by: Chase McCoy

Date: 01/11/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: Melissa Woody, Principal

Date: 1-11-24

Approved/Disapproved: Myra, Level Director

Date: 1/22/24

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 Arvin Education Center

Employee(s) In Charge Robert Fulks

Group _____

Destination Wright-Patterson AFB Museum- Dayton, OH.

Date(s) of Trip March 28, 2024

Time of Departure 07:30

Time of Return 16:30

Approximate Mileage (one way)* 110

Approximate Number of Students 36

Number of Chaperones/Adults 3

TOTAL TRANSPORTED 39

Number of Buses 1 {44 Person Maximum for MS/HS} {60 Person Maximum for HS/JV}

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

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

*Common Carriers must be Board approved and should have the 8005.02-F approval

Trip Required or Optional Optional ☒

If optional, indicate student charge

Transportation (mileage, driver) \$ _____

Admissions \$ _____

Other \$ _____

Total \$ 0.0

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 Airforce Base (AFB) Museum holds hundreds of planes from US history. Aerospace Engineering

involves aircraft design progression, which can be seen in real life with these planes. It also instills

excitement and provides learning experiences in aerospace for students in attendance..

Requested by Robert Fulks

Date 1/22/2024

Approved/Disapproved [Signature], Principal

Date: 1-22-24

Approved/Disapproved [Signature], Level Director

Date: 1/29/24

Approved/Disapproved [Signature], Superintendent

Date: 1.29.24

*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

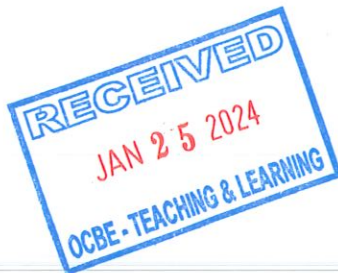
Revised: June 19, 1998
Revised: June 9, 1999
Revised: November 23, 1999
Revised: April 2, 2001

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

Needs to go on Feb
Board agenda - for
Common carrier.



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION - 8005.02-F

APPLICATION FOR USE OF COMMON CARRIER

Related to Board Policies 8005 and 4055

Related to 8005.01-F; 8005.06-F; 8005 - 8005.04-AR

School: ARVIN ED. CTR Date: 1/22/24

This application is to be completed only when transportation of students will be other than by school bus. (Attach a regular field trip Form for Board approval.)

702 KAR 5:060 - Section 6: Item (2)

School districts may, in their reasonable discretion and with due regard to the safety and required supervision of the school children to be transported, utilize appropriately certificated common carriers, in regular or charter service, to transport school children to or from school-related events, as long as the vehicles so utilized are not significantly used as school buses. Such use of common carrier service, in lieu of qualifying school buses, shall be on a case-by-case basis, and the reasons believed by the board to justify such shall be cited in the board minutes. (SBE 24.225: 1 Ky.R 1052: eff. 6-11-75: Am. 9 Ky.R 1309: eff. 7-6-83: 12 Ky.R 1634: eff. 5-6-86)

Date of Trip 3/28/24 Destination WRIGHT - PATTERSON AFB
DAYTON, OH.

Main Mode of Travel: COMMON CARRIER

Name of Major Carrier: BLUEGRASS TOURS Phone: 859-233-2152

Address: 817 ENTERPRISE DR, LEXINGTON KY

Method of transportation to the departure point: PERSONAL VEHICLE (DEPARTS FROM ARVIN)

Type of transportation upon destination arrival:

Company name: N/A - WALKING TOUR Phone: _____

Contact person if available: _____

Why have you selected these transportation methods: _____

M. H. H. H.
Principal

R. L. L.
Teacher or Sponsor

Adopted:

Revised: August 5, 1998

Revised: June 9, 1999

Revised: August 10, 2006

Revised: March 11, 2008

Revised: July 17, 2015



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 E-MAIL: cmiller@tibinsurance.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Lancer Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): 818-246-4690 NAIC # 26077
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INSURED
Blue Grass Tours, Inc.
817 Enterprise Drive
Lexington KY 40510-1032

BLUEG-1

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	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) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE 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 <input type="checkbox"/> N / A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> 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**CANCELLATION**

Oldham County Schools
1650 Colonels Drive
LaGrange KY 40031

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 South Oldham Middle School

Employee(s) In Charge Chris Morse and Matthew French

Group KUNA

Destination Crowne Plaza Louisville Airport Hotel

Date(s) of Trip March 10 - 12

Time of Departure parent drop off

Time of Return —

Approximate Mileage (one way)* 17

Approximate Number of Students 30

Number of Chaperones/Adults 4

TOTAL TRANSPORTED 0

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) —

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 2

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

Annual conference for KUNA

Requested by Chris Morse

Date 1/2/24

Approved/Disapproved [Signature], Principal

Date: 1-20-24

Approved/Disapproved [Signature], Level Director

Date: 1/29/24

Approved/Disapproved —, Superintendent Date: —

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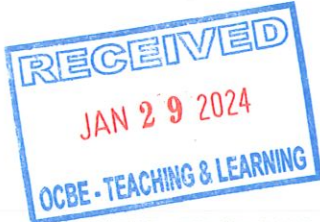
Adopted: September 2, 1980
Revised: February 1, 1985
Revised: September, 1991
Revised: April 29, 1996

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



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: Oldham County High School

Employee(s) In Charge: Tonya Sipes

Group: Academic World Quest

Destination: Washington, DC

Date(s) of Trip: 04/19/2024 - 4/21/24 Time of Departure: unknown Time of Return: unknown

Approximate Mileage (one way): 608 miles *

Approximate Number of Students: 5

Number of Chaperones/Adults: 2

TOTAL TRANSPORTED: 7 *

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): plane

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 \$ 0

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?

If one of our Academic World Quest Teams wins regionals, the corporate sponsor will book and pay our plane, hotel and other travel costs. This is the Academic Team of Diplomacy where we study international issues and US diplomacy to compete regionally and nationally, if we win. In Washington students will not only compete but also meet members of the State Department and attend functions

Requested by: Tonya Sipes

Date: 01/25/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature]

, Principal

Date: 1/25/24

Approved/Disapproved: [Signature]

, Level Director

Date: 1/30/24

Approved/Disapproved: _____

, Superintendent

Date: _____

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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**

APPLICATION FOR USE OF COMMON CARRIER

8005.02F

References: 702 KAR 5:060

Related to: Policy 8005, 4055, 8005AR-8005.04AR; 8005.01F, 8005.06F

This application is to be completed only when transportation of students will be other than by school bus.
702 KAR 5:060 - Section 6: Item (2)

School districts may, in their reasonable discretion and with due regard to the safety and required supervision of the school children to be transported, utilize appropriately certificated common carriers, in regular or charter service, to transport school children to or from school-related events, as long as the vehicles so utilized are not significantly used as school buses. Such use of common carrier service, in lieu of qualifying school buses, shall be on a case-by-case basis, and the reasons believed by the board to justify such shall be cited in the board minutes. (SBE 24.225: 1 KY.R 1052: eff. 6-11-75: Am. 9 KY.R 1309: eff. 7-6-83: 12 KY.R 1634: eff. 5-6-86)

School: Oldham County High School Date: 01/25/2024

Employee(s) In Charge: Tonya Sipes Group: Academic World Quest

Date of Trip: 04/19/2024 - 4/21/24 Destination: Washington, DC

Main Mode of Travel: plane

Name of Major Carrier: a major airline carrier Phone: _____

Address: _____

Method of transportation to the departure point: parents drive students to the airport

Type of transportation upon destination arrival:

Company name: _____ Phone: _____

Contact person if available: _____

Why have you selected these transportation methods? The corporate sponsor for the local World Affairs Council books and pays for the whole trip for the regional winners. They book us in the event hotel and everything else is arranged for us by the National WAC and the US State Department's Peace Institute when we are there.


Principal

Tonya Sipes

Teacher or Sponsor

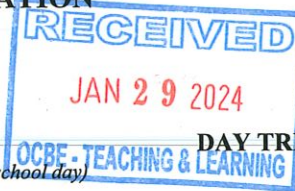
(Attach a regular Field Trip Request Form (8005.01F) and the Common Carrier Insurance Certificate for Board approval.)

OCBE MTG
FEB 26 2023

OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

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



8005.01F

OVERNIGHT ☒

EXTENDED DAY ☐

(Same day but extends beyond the school day)

DAY TRIP ONLY ☐

School: South Oldham High School

Employee(s) In Charge: Stacy Heineman

Group: Y Club (KYA/KUNA)

Destination: KUNA Conference, Crowne Plaza Hotel

Date(s) of Trip: 3/6 - 3/8/2024 Time of Departure: TBD Time of Return: 11:00 am

Approximate Mileage (one way): 25 *

Approximate Number of Students: 70

Number of Chaperones/Adults: 3

TOTAL TRANSPORTED: 0 *

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 transport students to/from conference

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)	\$ <u>0</u>
Admissions	\$ <u>290.00</u>
Other	\$ <u>15</u>
Total Charges	\$ <u>305.00</u>

Number of Instructional Days Lost: 3

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

Students will attend a model United Nations conference

Requested by: Stacy Heineman

Date: 01/17/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal Date: 1-17-24

Approved/Disapproved: [Signature], Level Director Date: 1/30/24

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. *

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Oldham County Board of Education

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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

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

8005.01F

OVERNIGHT ☒

EXTENDED DAY ☐

DAY TRIP ONLY ☐

(Same day but extends beyond the school day)

School: East Oldham Middle School

Employee(s) In Charge: H Hunter Cardwell

Group: KUNA

Destination: Crowne Plaza Louisville Airport 830 Phillips Ln, Louisville, KY 40209

Date(s) of Trip: March 17-19

Time of Departure: Parent drop o Time of Return: 11:45 am

Approximate Mileage (one way): 30 *

Approximate Number of Students: 30

Number of Chaperones/Adults: 2

TOTAL TRANSPORTED: 32 *

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): Parents will drop off at location on March 17th

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) \$ 148.50

Admissions \$ 9505

Other \$ 718

Total Charges \$ 10371.50

Number of Instructional Days Lost: 1.5

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

KUNA is an enrichment opportunity where students from our schools get to meet students from across the state to debate solutions to global issues. As a part of this, students will have to research other nations and propose their own solutions, both in writing and orally, to convince other students to support their plan

Requested by: H Hunter Cardwell

Date: 01/25/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal Date: 1/29/24

Approved/Disapproved: [Signature], Level Director Date: 2/2/24

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. *

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

Pick up only # 29882



OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

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

8005.01F

OVERNIGHT ☒

EXTENDED DAY ☐

(Same day but extends beyond the school day)

DAY TRIP ONLY ☐

School: North Oldham High School

Employee(s) In Charge: Scott Walz

Group: NOHS Bass Fishing Team

Destination: Lake Cumberland, Region 2 Bass Fishing 4/Regional Tournament

Date(s) of Trip: 04/26/2024

Time of Departure: 5:00 am

Time of Return: 8:00 pm

Approximate Mileage (one way): 144 *

Approximate Number of Students: 12

Number of Chaperones/Adults: 6

TOTAL TRANSPORTED: 18 *

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): Personal vehicles, towing boats

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

If optional, indicate student charges:

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

Total Charges \$ \$ 0.00

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?

This request is for the KHSAA Regional Bass Fishing tournament.

Requested by: Scott Walz

Date: 02/01/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal Date: _____

Approved/Disapproved: [Signature], Level Director Date: _____

Approved/Disapproved: _____, Superintendent Date: _____

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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: North Oldham High School

Employee(s) In Charge: Mac McIntosh, Head GBB Coach

Group: Girl's Basketball

Destination: Rupp Arena, Lexington, KY, KY State Basketball Tournament

Date(s) of Trip: See below

Time of Departure: TBD

Time of Return: TBD

Approximate Mileage (one way): 80 *

Approximate Number of Students: 16

Number of Chaperones/Adults: 4

TOTAL TRANSPORTED: 20 *

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): _____

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

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?

KY Girl's Basketball Sweet Sixteen State Tournament - Possible Dates are 3/12 - 3/16/24 - Departure and Arrival Times are TBD based on final bracket release and game times.

Requested by: Matt Walker, NOHS Athletics Director

Date: 02/02/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal

Date: _____

Approved/Disapproved: [Signature], Level Director

Date: _____

Approved/Disapproved: _____, Superintendent

Date: _____

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Adopted

Oldham County Board of Education

September 2, 1980

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OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

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

8005.01F

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

School: NORTH OLDHAM HIGH SCHOOL

Employee(s) In Charge: TODD ARTERBURN Group: VARSITY TENNIS BOYS/GIRLS

Destination: Lexington, KY

Date(s) of Trip: 5/26/24 - 6/1/2024 Time of Departure: 7 AM Time of Return: 4 PM

Approximate Mileage (one way): 83 *

Approximate Number of Students: 12

Number of Chaperones/Adults: 5

TOTAL TRANSPORTED: 0 *

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/Players will be transported by personal vehicle

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

If optional, indicate student charges:

Transportation (mileage, driver) \$ 0

Admissions \$ 0

Other \$ 0

Total Charges \$ 0

Number of Instructional Days Lost: 1-2

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?
State Tournament. End of year summative competition for the tennis teams.

Requested by: Todd Arterburn Head Coach Date: 02/01/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal Date: 2/2/24

Approved/Disapproved: [Signature], Level Director Date: 2/2/24

Approved/Disapproved: [Signature], Superintendent Date: 2/2/24

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

School: NORTH OLDHAM HIGH SCHOOL

Employee(s) In Charge: TODD ARTERBURN Group: VARSITY TENNIS BOYS/GIRLS

Destination: GREENWOOD HIGH SCHOOL- BOWLING GREEN, KY

Date(s) of Trip: 3/22/24-3/24/24 Time of Departure: 5 PM Time of Return: 4 PM

Approximate Mileage (one way): 129 *

Approximate Number of Students: 20

Number of Chaperones/Adults: 10

TOTAL TRANSPORTED: 0 *

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/Players will be transported by personal vehicle

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) \$ 0

Admissions \$ 0

Other \$ 0

Total Charges \$ 0

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?

Players will participate in a flighted tennis tournament competing against players of like level and ability. They will learn how to participate in a team tennis event promoting team building, socialization and self-esteem. They will be able to use these tournament playing experiences to enhance their future for college and beyond.

Requested by: Todd Arterburn Head Coach Date: 02/01/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature] 2/22/24, Principal Date: 2/2/24

Approved/Disapproved: [Signature], Level Director Date: 2/2/24

Approved/Disapproved: _____, Superintendent Date: _____

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Adopted

Oldham County Board of Education

September 2, 1980

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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: Oldham County Middle School

Employee(s) In Charge: Joe Percefull

Group: KUNA

Destination: Crowne Plaza Louisville Airport

Date(s) of Trip: March 17-19, 2024

Time of Departure: 3 pm

Time of Return: 12 pm

Approximate Mileage (one way): 25 *

Approximate Number of Students: 15

Number of Chaperones/Adults: 2

TOTAL TRANSPORTED: 17 *

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): _____

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) \$ 50

Admissions \$ 270

Other \$ _____

Total Charges \$ 320

Number of Instructional Days Lost: 1.5

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

Attending Kentucky United Nations Assembly.

Requested by: _____

Date: 02/05/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: _____, Principal

Date: 2/5/24

Approved/Disapproved: _____, Level Director

Date: 2/12/24

Approved/Disapproved: _____, Superintendent

Date: _____

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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 - 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 Oldham County High School

Employee(s) In Charge Michael Hatlen

Group OCHS Bass Fishing Team

Destination Lake Cumberland, Region 2 Bass Fishing 4/Regional Tournament

Date(s) of Trip 04/26/2024 - 4/27/24 Time of Departure 5:00 am

Time of Return 8:00 PM

Approximate Mileage (one way)* 144

Approximate Number of Students 18

Number of Chaperones/Adults 9

TOTAL TRANSPORTED 27

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) Personal vehicles, towing boats

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	\$ 0.00

Number of Instructional Days Lost _____

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

Requested by Michael Hatlen

Date 02/07/2024

Approved/Disapproved [Signature]

Principal

Date: 2/8/24

Approved/Disapproved [Signature]

Level Director

Date: 2/13/24

Approved/Disapproved _____

Superintendent

Date: _____

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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

OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION



OCBE MTS 4

FEB 26 2023

8005.01F

FIELD TRIP BUS REQUEST FORM

Related to: Policy 8005, 4055, 8005.AR, 8005.0011

OVERNIGHT ☒

EXTENDED DAY ☐

(Same day but extends beyond the school day)

DAY TRIP ONLY ☐

School: South Oldham High School

Employee(s) In Charge: M. Miller, J. Ormerod, K. Rufra Group: FCCLA

Destination: Galt House, Louisville, Ky

Date(s) of Trip: 03/27/2024 - 3/29/24 Time of Departure: 8:00 AM Time of Return: 3:00 PM

Approximate Mileage (one way): 21 *

Approximate Number of Students: 13

Number of Chaperones/Adults: 3

TOTAL TRANSPORTED: 16 *

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 Drop Off

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 \$120.00

Other \$120.00

Total Charges \$240.00

Number of Instructional Days Lost: 3

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?
Students competed at the regional level and now compete at the state level. Students will hear guest speakers, network with other students in the state, and attend sessions.

Requested by: Jenna Ormerod [Signature] Date: 01/29/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal Date: 1-29-24

Approved/Disapproved: [Signature], Level Director Date: 2/14/24

Approved/Disapproved: _____, Superintendent Date: _____

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Adopted

Oldham County Board of Education

September 2, 1980

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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: Chase McCoy (SOHS Speech Coach) Group: NOHS Speech Team (1 student)

Destination: Northern Kentucky University

Date(s) of Trip: March 8 - March 9, 2024 Time of Departure: 8:30 am Time of Return: 7:00 PM

Approximate Mileage (one way): 90 *

Approximate Number of Students: 1

Number of Chaperones/Adults: 2+

TOTAL TRANSPORTED: 0 *

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 driving

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) \$ 0

Admissions \$ 0

Other \$ 0

Total Charges \$ 0

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?

We have one student (Marianna Grabova) that won the regional speech competition in broadcasting and

would attend the state competition with South Oldham High School's Speech Team. South's coach
has agreed to allow her to stay with their team.

Requested by: Meredith Grace

Date: 02/13/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal

Date: _____

Approved/Disapproved: [Signature], Level Director

Date: 2/14/2024

Approved/Disapproved: _____, Superintendent

Date: _____

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