

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: Oldham County Middle School

Employee(s) In Charge: Kathy Beardsley

Group: OCMS Nature Club

Destination: Great Smoky Mountains Institute at Tremont

Date(s) of Trip: April 21-23, 2025

Time of Departure: 6:30am

Time of Return: 10:00pm

Approximate Mileage (one way): 300 *

Approximate Number of Students: 45

Number of Chaperones/Adults: 5

TOTAL TRANSPORTED: 50 *

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): Charter Bus - Miller 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) \$6,000

Admissions \$12,825

Other \$2500

Total Charges \$21,325

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?

The OCMS Nature Club seeks to provide valuable experiences connecting students with nature and our environment. Tremont Institute in partnership with the Great Smoky Mountains National Park delivers experiential learning for students that promote self-discovery, critical thinking, and leadership all while connecting and learning about the natural world around us.

Requested by: Kathy Beardsley

Date: 05/29/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal

Date: 5/29/24

Approved/Disapproved: [Signature], Level Director

Date: 5/30/24

Approved/Disapproved: [Signature], Superintendent

Date: 5/30/24

*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.

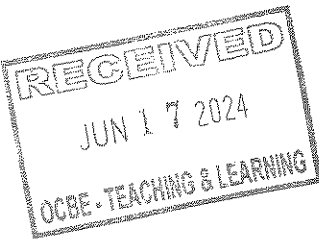
Upon approval, the school will receive an approved form from the Superintendent. *

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



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School: North Oldham High School

Employee(s) In Charge: Brian Jones, Head Coach

Group: Volleyball

Destination: Knoxville Catholic HS, 9245 Fox Lonas Rd, Knoxville, TN 37923

Date(s) of Trip: 8/23 - 8/24/24 Time of Departure: 4:15pm Time of Return: 10:00pm

Approximate Mileage (one way): 256 *

Approximate Number of Students: 35

Number of Chaperones/Adults: 7

TOTAL TRANSPORTED: 42 *

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 Transport

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: 0

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

Volleyball Tournament hosted by Knoxville Catholic HS for both JV and Varsity

Requested by: Matt Walker, NOHS Athletics Director

Date: 06/10/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal Date: 6/10/24

Approved/Disapproved: [Signature], Level Director Date: 6/18/24

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

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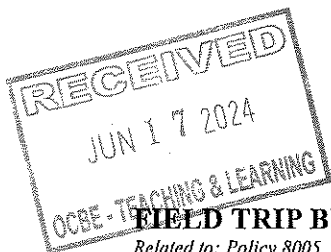
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School: North Oldham High School

Employee(s) In Charge: Brian Jones, Head Coach Group: Volleyball

Destination: Highland HS, 2400 Memorial Pkwy, Fort Thomas, KY 41075

Date(s) of Trip: 9/13 - 9/14/24 Time of Departure: 4:15pm Time of Return: 10:00pm

Approximate Mileage (one way): 94 *

Approximate Number of Students: 15

Number of Chaperones/Adults: 4

TOTAL TRANSPORTED: 19 *

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 Transport

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: 0

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

Cake Classic Volleyball Tournament hosted by Highlands HS

Requested by: Matt Walker, NOHS Athletics Director Date: 06/10/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: [Signature], Principal Date: 6/10/24

Approved/Disapproved: [Signature], Level Director Date: 6/18/24

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

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DAY TRIP ONLY ☐

School: Oldham Country High School

Employee(s) In Charge: Keana Arnold/Haylee Williams Group: Cheer

Destination: University of KY

Date(s) of Trip: 07/15/2024 - 7/18/24 Time of Departure: 7:30AM Time of Return: 4:00PM

Approximate Mileage (one way): 70 *

Approximate Number of Students: 20

Number of Chaperones/Adults: 2

TOTAL TRANSPORTED: 22 *

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) \$ _____

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?

Cheer Camp

Requested by: Keyana Arnold  Date: 06/16/2024

APPROVAL/DISAPPROVAL

Approved/Disapproved: Natalie Brown, Principal Date: 6/20/24

Approved/Disapproved: M. James, Level Director Date: 6/20/24

Approved/Disapproved: _____, Superintendent Date: _____

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