



| It's about ALL kids.

Issue Paper

DATE:

December 3, 2024

AGENDA ITEM (ACTION ITEM):

Consider/Approve the contract between Dixie Heights High School and Executive Charter for bus transportation to Frankfort, Kentucky for the FBLA Leadership Conference on 2/11/25 .

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

HISTORY/BACKGROUND:

Dixie Heights High School FBLA will be attending the FBLA/CTE Leadership Conference. Charter bus transportation is required due to time constraints and overnight stay with county bus transportation.

FISCAL/BUDGETARY IMPACT:

\$1445.00 is the cost of the trip for charter bus transportation to Frankfort, Kentucky. Cost will be paid from Dixie Heights CTE Supplemental funds.

RECOMMENDATION:

Approval of the contract between Dixie Heights High School and Executive Charter for bus transportation to Frankfort, Kentucky for the FBLA Leadership Conference on 2/11/25.

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**

2/11/2025 7:15:00AM	DIXIE HEIGHTS HIGH SCHOOL / FBLA	Confirmation# 3066317
MOTOR COACH 55	FROM: DIXIE HEIGHTS HIGH SCHOOL: 3010 DIXIE HWY, EDGEWOOD, KY	FARE: \$1,395.00
PO #	TO: FRANKFORT HIGH SCHOOL / KY STATE CAPITOL	TIPS: \$50.00
TRIP REMARKS:		Total Fare \$1,445.00
TAKE TO FRANKFORT HIGH SCHOOL (328 SHELBY ST, FRANKFORT, 40601), WAIT AND TAKE TO THE STATE CAPITOL (700 CAPITAL AVE, FRANKFORT, 40601), WAIT AND DEPART FRANKFORT AROUND 3PM		

Invoice Total: \$1,445.00

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 _____