

Henderson County Schools Transportation Department

5675 Airline Road
Henderson, Ky 42420
Phone: (270) 831-5120
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Mailing Address:
ATTN: Transportation
1805 Second St.
Henderson, Ky 42420



Overnight and Out of District School Bus Trip Guidelines

During overnight school bus trips and out of district bus trips, all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to.
- All sponsors and head coaches should ride on the bus with the team/students.
- Student:Adult ratios should be followed: Elementary 10:1 Secondary 15:1
- Sponsors and coaches shall be trained annually to administer medication

Checklist:

Sponsor/Coach Name: Laura Freeman Cell Number: 270-577-7644

Date of Departure: 2/28/25 Time of Departure: 1:00 pm

Date of Return: 3/2/25 Expected Time of Return: 12:00 pm

Adequate Supervision (meets ratio criteria)

****Please List Names of Chaperones****

Obtain parent/guardian permission forms

****Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient****

N/A Notify school cafeteria manager of any lunch needs

Follow all Transportation Department guidelines for bus trips

****All requests must be in the trip system at least five days prior to the date of departure****

Understand any student's medication needs and/or medical conditions

****Coaches must carry all player's physicals on any away and overnight trips****

Attach a trip list of students to the principal/designee and a rider's list to the bus driver

****Rider's list must contain all rider's names and an emergency contact name and number****

Attach and itinerary

Other specific needs:

Laura M. Freeman
Signature of Person submitting form

Auter Thomas
Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.

Leo Club District 43K Convention Attendees Feb. 28, 2025 to Mar. 2, 2025

Cave City, KY

Adult Chaperones

Laura Freeman, Henderson Leo Club Advisor
Tonya Jones, Henderson Lions Club President
Jill Conrad, Parent and North Middle School PASS Teacher

Students Attending

Andres Gomez, Elena (12)
Conrad, Cadyn (11)
Freeman, Jason (12)
Hampton, Avery (9)
Jenkins, Caden (11)
Jones, Lillian (10)
Miller, Jacinda (12)
Moseley, Emma (11)
Reed, Ally (11)
Troxel, Carson (11)
Turner, Cameron (9)

2025 District 43K Convention Schedule of Events

Friday February 28, 2025

- 4 PM- 5:30 PM Hotel Check-In and Registration
- 6 PM- 6:45 PM Fellowship and Dinner
Sponsored by the Cave City Lions Club
- 7 PM- ??? Car Races and 50's Sock Hop

Saturday March 1, 2025

- 8 AM- 9 AM Registration and Delegate Check In
• Voting Delegates must be present and registered to vote by 9 AM
- 9 AM- 11:45 AM Opening, Cabinet Report and Election Process
- 12- 12:45 PM Lunch
- 1 PM- 3:45 Training Sessions TBA
- 3- 4 PM Voting
- 4 PM- 5:30 PM On Your Own
- 5:30 PM- 6:30 PM Governor's Banquet
- 6:45 PM Auction Closes
- 7 PM- 7:30 PM Guest Speaker
- 7:30 PM- 8 PM Announce winner of Tri-Fold
- 8 PM Closing

Sunday March 2, 2025

- 9 AM- 10:30 Memorial Ceremony
*To be held at the Cave City Community Building.
105 Duke St. Cave City, KY 42127